



Meeting Minutes
Board of Directors Meeting
Sheridan Student Union Incorporated (SSUI)

Meeting #:	314
Date:	November 26, 2021
Time:	6:30 PM [EST]
Location:	Teleconference (Zoom)

Director	In Attendance	Calling In	Absent	Late (Time Arrived)
Chairperson: Sarah Jewell	X			
Vice-Chairperson: Kash (Kashyapkumar) Patel				6:51 PM
Rhema Javed	X			
Hasan Iqbal	X			
Riddhi Mihir Shah	X			
Tejaswini Shah	X			
Rashad Haque	X			
Parth Thummar	X			
Vanessa (Matifadza) Manyika			X	
Zeravan Aswad			X	
Raghuveer Vakharia	X			
Shweta Ravel	X			

Quorum is reached with 9 of the required 8 directors being present.

Ex-Officio Member	In Attendance	Calling In	Absent	Late (Time Arrived)
Jamie (James) King, General Manager	X			
Kyle Budge, President	X			
Maria Lucido-Bezely, Dean of Students	X			
Saz (Sarah) McKean, Executive Coordinator & Board Secretary	X			

Guests In Attendance	Gaby (Gabrielle) Moryoussef, Vice President of Staff & College Engagement
	Julia Bertola, Vice President of Community Development

	Tristan Pinnock, Vice President of Academics
	Hanh Ngo, Senior Finance Manager

Agenda Item 01	Call to Order
Notes:	
<ul style="list-style-type: none"> Meeting is called to order by Sarah Jewell at 6:35PM [EST]. 	

Agenda Item 02	Roll Call
Notes:	
<ul style="list-style-type: none"> The Board has reached quorum and is able to proceed with the meeting. 	

Agenda Item 03	Land Acknowledgement
Notes:	
<ul style="list-style-type: none"> Hasan says the Sheridan Land Acknowledgement. 	

Agenda Item 04	Opening Remarks
Notes:	
<ul style="list-style-type: none"> Note that there has been another item added to the meeting, an in-camera session to discuss two topics that cannot be recorded in the minutes. 	

Agenda Item 05	Approval of Current Meeting Agenda		
Motion:	I move that we approve the Agenda for the 314th SSU Board Meeting.		
Moved By:	Tejaswini Shah	Seconded By:	Rhema Javed
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	9	0	0

Agenda Item 06	Approval of the Previous Meeting Minutes		
Motion:	I move that we approve the 313th Meeting Minutes, as presented to the Board.		
Moved By:	Rhema Javed	Seconded By:	Sarah Jewell
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	9	0	0

Agenda Item 07	Declaration of Conflicts of Interest
Notes:	
<ul style="list-style-type: none"> Kyle states that he has a conflict of interest for the new in-camera agenda item. 	

Notes:

- Donor Plaques
 - Kyle discussed with the Communications team and the college team about plaques update.
 - The college team has indicated we cannot change the wording on the plaques: "Sheridan recognizes the generous support of Sheridan Student Union." The college's rationale is that the plaques stay up for 20 years, our current donation lasts for 2. There is going to be an 18-year gap, where things might happen over those years, so we don't want to lock into specifically mentioning the two-year sponsorship of these positions.
 - Kyle also indicated to the college that we were only interested in the health centres. No complaints from them, no pressure to pursue other options.
 - It seems like the college would like to wrap this up before the semester is finished, Kyle says the plaques will likely be installed early January at the earliest.
 - Kyle asks for feedback from the Board before going back to the college:
 - Sarah expresses that if there is wiggle room to make the wording more specific on what the support is for, then that would be cool to see how we can rework it, but if it's too complex then the proposed wording is fine.
 - Kyle concludes, don't push too hard, but give it another shot.
 - Overall, everyone is okay with wording and the three plaques in the health centres.
- Elections Photoshoot
 - As mentioned previously by Kyle and Allisa, the elections marketing strategy is changing.
 - Allisa has been looking for deliverables from the Board, this request adds to that.
 - The Marketing and Communications team is holding a photoshoot to get some new photos. These will be used for posters, on the website, on social media, and more.
 - The call is for directors who will not be running again next year, this could be because you are graduating, or you just don't want to run again. If a director attends the photoshoot and tries to run again, they will unfortunately be disqualified.
 - Currently, the photoshoot is planned for next Friday, December 3rd, in the HMC2A building at 2:30PM [EST].
- "Life Lessons with Kyle"
 - A student issue was brought to Kyle two weeks ago and he has been handling it since then. It has taken a lot of time, but it's nearing its conclusion. Details of the issue can't be discussed for privacy reasons.
 - Kyle wanted to bring this to the Board to use as a teachable moment.
 - The student concerns initially seemed serious; a few different people were already involved from the college. After speaking with the student, it seemed clear that their issues were justified, and Kyle escalated the issue to get involved.
 - Over the course of two weeks details came to light and more information was received that painted a slightly different picture. After getting involved with all parties, the situation changed drastically, and it was realized that some details were exaggerated, and misinformation was widespread.
 - Kyle is still supporting the student, but the student is certainly partially at fault in the situation.
 - The point of this story is to show that as student leaders, we need to support students, but that doesn't mean blindly believing their story or jumping to conclusions. Our role as student leaders is to support and guide, but not to enact change. We aren't here to judge the situation, but only make sure that students are treated fairly, and the correct processes are being followed.
 - We can certainly provide additional support where needed, but carefully.
 - In this situation, if Kyle had jumped to conclusions and taken action, it would have surely hurt his reputation and a positive outcome would have been impossible.
 - Anyone can be wrong in their initial assessment, which is why it's so important to follow proper procedure and remain objective.
 - If anyone receives a student issue or concern, follow procedure, or hand off the student to another student leader who can.
 - We want to support every student, but that doesn't mean we need to blindly trust and support students.

NOTE: Kash joins the meeting at 6:51PM.

Agenda Item 09		Finance Committee Update	
Motion 1:	I move that the SSU Board of Directors accepts and ratifies the recommendations from the SSU Finance and Audit Review Committee regarding the creation of the Sheridan Life Radio Fee at an established \$5.75 per term per student effective September 2022, and that this recommendation be circulated formal presentation and ratification to the Ancillary Fee Committee.		
Moved By:	Rhema Javed	Seconded By:	Tejaswini Shah
Notes:			
<ul style="list-style-type: none"> Jamie speaks about the Finance Committee meeting, where they discussed significant items: <ul style="list-style-type: none"> Fee Proposal for Sheridan Life Radio. Financial Update, which is available on SharePoint and was presented in-depth to the Finance Committee. Hanh shares her screen to show the <i>SSU Finance Committee Report – 2022-23 SLR Ancillary Fee Recommendation</i>. The Finance Committee were given the option to support the SLR fee or to not support it. The committee members voted to support this, but it is not official until the whole Board of Directors pass the motion. Rashad says the reason he was not against it because a similar fee was in place before from the Student Choice Initiative, and now that the SCI is gone, the SLR fee was removed as well. He mentions the breakdown of where the fees are going to help the SLR operate, and how he believes this type of support may, even in future years, help the SLR become self-sustaining. Kyle explains that talking 4-5 years in the future, that fee can be readjusted up or down depending on how self-sustaining the radio station becomes. The decisions today are reflected in the minutes, where future Boards can review to understand the rationale behind it. It is mentioned that it has been discussed to have a SSU representative sitting on the SLR Board. We only have a verbal agreement at the moment, but once the fee is approved it will be put into writing that it is required to have a SSU member on their Board, it is part of the conditions we have for approving all of this. Raghuveer says that it is important to show our support for this student initiative, so that it can reflect in the future Boards to help similar student projects. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	9	0	0
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> One director did not vote. 			

Motion 2:	I move that the SSU Board of Directors accepts the Quarterly Financial Condition Report as presented to the SSU Finance and Audit Review Committee.		
Moved By:	Sarah Jewell	Seconded By:	Kashyapkumar Patel
Notes:			
<ul style="list-style-type: none"> Hanh shares her screen to show the <i>Quarterly Financial Condition Update as of October 31, 2021</i>. Jamie wants to highlight the analysis of our year-end position at the moment. Finance went through some projections for the budget and overall fiscal performance. <ul style="list-style-type: none"> This is a year where the former Board passed a budget that was anticipating for us to operate at a deficit. It was calculated that it would be \$421 000, almost \$422 000. In analysis for current spending, our current revenues, and the constraints we are working in, it analyses that we are underspending. We had collected more revenue in areas we had not anticipated in student fees. Therefore, we are anticipating on having a surplus for year-end, approximately \$112 000. Jamie outlines some of the authorized access permitted by the Board to the reserves that have been enabled through meetings. He notes that Board Meeting minutes are referenced. <ul style="list-style-type: none"> Brings attention to the spending authorized by the previous Board for student centre refreshes for approximately 6.2 million dollars. The student centre refreshes are currently in progress. Jamie will be authorizing along with the President a number of bills to be paid from the 300th Board Meeting Minutes approval. Jamie notes the minor accesses to the Capital Fund that are made under the approval of the President and GM [General Manager]. <ul style="list-style-type: none"> He wants the Board aware that we have coordinated this fiscal year new laptops for the President and Clubs Manager, as mentioned to the Board before, there is a strategy in place for the life cycle for hardware and IT that we have within the SSU. 			

- Coordinated to purchase new tablets and accessories for Service Ambassadors to use when circulating through the hallways in the college, welcoming our students to our virtual student union.
- Hanh updates the Board on the HMC2A cost.
- Kyle explains the plan is to shift the budget, from the projects that are costing less than expected towards other initiatives. This will probably be done in the new year.

Motion Carries

Votes:	For: 10	Against: 0	Abstain: 0
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Agenda Item 10

Ancillary Fee Committee Lineup

Notes:

- The Board chooses to keep the current lineup for the Ancillary Fee Committee.
- Jamie reminds the committee; the Ancillary Fee meeting is next Monday at 3pm.

Agenda Item 11

SSU Internal Holiday Party

Notes:

- December 3rd is going to be a very busy with HMC2A visit, elections photos, and the holiday party!
- 6:30PM [EST] at the Rec Room in Square One, we are going to have a holiday party.
- 6:30PM to 9:30PM, but you're welcome to stay longer afterwards.
- Gaby says the dress code is, be comfortable!
- For those involved in Secret Santa, who you are buying for has been announced.
 - Will exchange gifts at dinner.
 - \$20 cap for gifts.
 - Fill out your wish list on Elfster to help your Secret Santa with what to get you!

Agenda Item 12

HMC2A Update

Notes:

- Kyle explains that we are close to opening, there are a few issues preventing it, but can start tours of the new building.
- Next Friday, December 3rd at 11:15AM there is a tour of the HMC2A Building.
- The Elections Photoshoot is in the same place.
- Updates:
 - We have been assured that furniture is waiting in the wings and there should not be delays in ordering.
 - Furniture will be put into the building in January.
 - We are hoping to start opening slowly late, late January or February.
 - AV will take about three months, but it won't disturb the ability to use most spaces.
 - The Board Room will have seats, a table and the blinds that will be operational. It may take some time to get the TV for displays but once it is all complete, we can have Board Meetings in-person for the first time in two years.

Agenda Item 13		Motion to move in-camera	
Motion:	I move that we move into an in-camera session.		
Moved By:	Sarah Jewell	Seconded By:	Parth Thummar
Notes:			
<ul style="list-style-type: none"> An in-camera session is when recording of the meeting stops and anything discussed is not written in the minutes. Kyle, Gaby, Julia, and Tristian will be leaving because of a conflict of interest. Though Saz has a conflict of interest, they will be staying because of their place as Board Secretary to continue taking minutes once out of camera. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> Kyle, Gaby, Julia, and Tristan leave the meeting at 8:02PM. 			

Agenda Item 14		Motion to move out of camera	
Motion:	I move that we move out of the in-camera session.		
Moved By:	Sarah Jewell	Seconded By:	Parth Thummar
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

Agenda Item 15		New Business	
Notes:			
<ul style="list-style-type: none"> N/A 			

Agenda Item 16		Adjournment	
Motion:	I move that we adjourn the 314th Meeting of the Board.		
Moved By:	Hasan Iqbal	Seconded By:	Riddhi Mihir Shah
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10		
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> Meeting is adjourned by Sarah Jewell at 8:18PM. 			

Documents referenced:

- 314th Board Meeting Agenda
- 313th Board Meeting Minutes
- 1. Financial Performance as of October 31 2021
- 1. Quarterly Financial Condition Update as of October 31, 2021
- 2. 2022_23 Proposed Fee – Sheridan Life Radio
- 2. SSU Finance Committee Report – 2022-23 SLR Ancillary Fee Recommendation

Respectfully submitted by,


Sarah Mckean (Dec 10, 2021 20:34 EST)

(Signature of Secretary of the Board)

Adopted by the SSU Board of Directors in the
meeting of

December 10, 2021

(Date of Meeting)


Sarah Jewel (Dec 10, 2021 20:35 EST)

(Signature of Board Chairperson)