



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

Meeting #:	334
Date:	January 23, 2023
Time:	4:00PM [EST]
Location:	HMC Board Meeting

Director	In Attendance	Calling In	Absent	Late (Time Arrived)
Vice-Chairperson: Shivan Shingala			X	
Om Patel		X		4:18PM
Huu Luan Truong	X			
Pranesh Lakshmanasamy	X			4:25PM
Abhay Bhingradia	X			4:25PM
Radhika Munjal		X		5:01PM
Sam (Clifford) Koabel			X	
Sanjey Sureshkumar		X		
Catarina (Nguyen) Pham	X			
Romil Vadadoriya	X			
Angelina Owen	X			
Siddharth Tuteja	X			

Quorum is reached with 10 of the required 8 directors being present.

Ex-Officio Member	In Attendance	Calling In	Absent	Late (Time Arrived)
Kyle Budge, President & Board Chairperson	X			
Julia Bertola, Vice President of Community Outreach			X	
Rhema Javed, Vice President of Staff & College Engagement		X		
Jamie (James) King, Managing Director		X		
Maria Lucido-Bezely, Dean of Students			X	
Saz (Sarah) McKean, Executive Coordinator & Board Secretary	X			

Guests In Attendance	Hanh Ngo, Director of Finance
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Agenda Item 01	Call to Order
Notes: <ul style="list-style-type: none"> Meeting is called to order by Kyle Budge at 4:10PM. 	

Agenda Item 02	Roll Call
Notes: <ul style="list-style-type: none"> The Board has not reached quorum; therefore, we cannot pass any motions. However, we will proceed with the meeting. The Board will discuss everything. If we reach quorum at one point, then we will reevaluate. We start with 6 directors. 	

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

Agenda Item 04	Opening Remarks
Notes: <ul style="list-style-type: none"> N/A 	

Agenda Item 05	Approval of Current Meeting Agenda		
Motion:	I move that we approve the Agenda for the 334th Board Meeting of the SSU, as presented to the Board.		
Moved By:	Abhay Bhingradia	Seconded By:	Angelina Owen
Notes: <ul style="list-style-type: none"> A mistake on the agenda had the third motion, M-03, written twice. M-03 should be for the Review of the renewal of the Auditor for the fiscal year of 2023-24 to present at the AGM. M-04 should be for AGM Scheduling. M-05 should be for Elections Scheduling. There is an additional motion needed for Winter Semester Schedule Planning. At 4:14pm, not at quorum, so we move on. NOTE: <ul style="list-style-type: none"> 4:35PM motion is approved. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

Agenda Item 06	Approval of the Previous Meeting Minutes		
Motion:	I move that we approve the 333rd Meeting Minutes, as presented to the Board.		
Moved By:	Pranesh Lakshmanasamy	Seconded By:	Abhay Bhingradia
Notes: <ul style="list-style-type: none"> At 4:15pm, not at quorum, so we move on. 4:36PM motion is approved. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

Agenda Item 07		Acceptance of December Written Motion	
Motion:	I move that the SSU Board of Directors accept the written motion from December 14 th , 2022, to waive the December Board Meeting.		
Moved By:	Angelina Owen	Seconded By:	Pranesh Lakshmanasamy
Notes:			
<ul style="list-style-type: none"> At 4:16pm, not at quorum, so we move on. At 4:37PM, motion is approved. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

Agenda Item 08		Declaration of Conflicts of Interest	
Notes:			
<ul style="list-style-type: none"> If someone is thinking of running again for next year's Board, you may have a conflict of interest for the Elections Scheduling item. 			

Agenda Item 09		2022-23 Q2 Financial Condition Updates—as of October 31, 2022	
Motion:	I move that the SSU Board of Directors acknowledge the Q2 Financial Condition update as of October 31, 2022.		
Moved By:	Kyle Budge	Seconded By:	Romil Vadadoriya
Notes:			
<ul style="list-style-type: none"> Hanh shares her screen to show finance files, which are available for review in Board of Director's Sharepoint. As of the period ending October 31, 2022. Forecasted Deficit at year-end is \$672 741. Fall update: <ul style="list-style-type: none"> Enrolment number for fall term has dropped by about 3% compared to the budgeted number, however, a slight increase by about 4% compared to last Fall. Overall Student Fee revenue for this Fall is under-performed by \$48 000 (3%) when compared to the budget but over-performed by \$54 000 (4%) when compared to last Fall. This is mainly due to a slight fluctuation in the enrolment number. Doing better than planned. Underspent by \$500 000 due to a lot of reasons. Positively, spent more than we made. There is a lot more information, that will likely be given at the next Board Meeting. Hanh reviews the Operating Funds. Hanh reviews the cash and reserve balances. NOTE: <ul style="list-style-type: none"> Reach Quorum as of 4:25PM. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> Om Patel joins the meeting by calling in at 4:18PM. Abhay and Pranesh join the meeting at 4:25PM. 			

Agenda Item 10		Review renewal of Auditor for fiscal year 2023-24 to present at AGM	
Motion:	I move that we approve using MacGillivray Chartered Professional Accountants & Business Advisors as our auditors to review and prepare the 2023-24 audited financial statement.		
Moved By:	Kyle Budge	Seconded By:	Huu Luan Truong
Notes:			
<ul style="list-style-type: none"> Hanh shares her screen to show the MacGillivray website. Review of auditor for 2023-24. Head auditor we will be working with is Gail Almand, this is a change from previous years. We have made some changes to our system. MacGillivray is the company we have been working with for about 4-5 years. Typically, we would keep an auditor 4-5 years. However, because we have some changes to our system and MacGillivray knows the new system, so we are suggesting to keep this company for another year. However, we will likely look for a new auditor in the near future. Asking to approve continuing with this company. Auditor selected now, at end of fiscal year for the next fiscal year, will be ratified at the AGM. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

Agenda Item 11		Review 2023-24 Budget Timeline	
Notes:			
<ul style="list-style-type: none"> Hanh shares screen to show budget timeline, which can be further reviewed in the Board's SharePoint. The budget is in place to help the directors see what the SSU prioritizes. 4-5 months of planning for the budget. If you're part of the finance committee, you will see the budget more in depth before it is brought to the rest of the Board, where it needs to be approved by the whole Board. Hanh, Jamie, and Kyle discuss the changes and additions to the budget for the next fiscal year. 			
Note: Hanh leaves the meeting at 4:56PM.			

Agenda Item 12		Executive Updates	
Notes:			
<ul style="list-style-type: none"> Tristian is no longer a VP, so he will not be attending Board Meeting from this point forward. Board Retreat: <ul style="list-style-type: none"> Different plan, Originally wanted to go to Blue Mountain. Interesting idea: we are thinking of doing a retreat up north, going to a camp with dorm rooms or cabins, where leaving and new SSU staff use as a bonding and training opportunity. Making sure to go more the comfort route with cabins or dorms rather than a tent. Will be busing everyone out. Will be on a weekend, Friday to Sunday thing. MP from Mississauga coming to HMC tomorrow. 11AM-12PM. International student tuition equity campaign: <ul style="list-style-type: none"> Months ago spoke about this, coming together with other student unions to advocate for equity in international tuition. Need or Greed campaign. Was determined by the committee, it was a resounding failure. The coalition will no longer be continuing. However, Kyle will still be advocating for regulating international tuition and international student support. 			
Note: Radhika joined the meeting through calling in at 5:01PM			

Agenda Item 13	CASA Update
Notes:	
<ul style="list-style-type: none"> • End of November 2022, Julia and Kyle went to Advocacy Week. • CASA is really great. • Removal of limit on international student working hours. • Passed to remove the interest on student loans. • Kyle summarizes the Advocacy Week, including leaders of CASA were able to sit down with the Prime Minister. • Currently: <ul style="list-style-type: none"> ○ Relief on student tuition relief. ○ Meetings with CASA in the next couple months to determine what CASA will be advocating for this coming year. • What are the big issues that students are facing and how we can get the Canadian government to help? • Kyle asks the Board for ideas. • Other one, we need to strongly consider if we want to become a full member. At the moment, we are on a trial membership, but do not have full membership. • If the Board wants us to do this, we need to do so by next meeting. • If we wanted to leave, we can express that, and finish that fiscal year. • However, the membership needs to be approved by the Board. • Idea is to create a new ancillary fee for the CASA membership fee for the exact amount for the membership fee. So that students can see where this is going. • However, ancillary fees have already been approved for this year. So, we would have to pay it from our operating funds. • Feedback from Board: What is something big we should be advocating for students and what you think about joining CASA on a full membership. • Kyle asks the Board to think of what student issues we want to advocate for and if comfortable with paying the membership fee. 	

Agenda Item 14	Serendipity Progress Report
Notes:	
<ul style="list-style-type: none"> • Saz shares their screen to present Serendipity: Sheridan's Student NewsMag progress report, previously made for December, so it is not up to date. 	

Agenda Item 15	AGM Scheduling		
Motion:	I move that the SSU conduct the 2021-2022 Annual General Meeting on March 6th, 2023.		
Moved By:	Radhika Munjal	Seconded By:	Om Patel
Notes:			
<ul style="list-style-type: none"> • Has to be done by the end of April. • Want to tie in with elections. • AGM March 6th —has to be announced Feb 1st and agenda has to be shared Feb 15th. • Means, need to have the next Board Meeting BEFORE Feb 15th. • Hosted at HMC, and simultaneously streamed to Davis and TRC so there is no need to commute. • 5th floor HMC. • Board room TRC. • Davis clubs room. • 1PM on March 6th. • Directors are required to attend, not as part of the Board but as students. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	11	0	0

Agenda Item 16		Elections Scheduling	
Motion:	I move that the SSU Board of Directors Election follow the schedule as presented, with Nominations opening on March 6th, and voting being held March 27th to March 31st, with results being announced on April 3rd.		
Moved By:	Radhika Munjal	Seconded By:	Siddharth Tuteja
Notes:			
<ul style="list-style-type: none"> • Elections starting Feb 20th, nomination starts March 6th. • To tie the AGM in with elections, want to open nominations for elections on March 6th. Soft launch, Feb 20th to get people more interested • Pre-education soft-launch of Kyle going through information to get out of the way so that it is more clear what people are signing up for. • Nomination period will last about 2 weeks. • Nomination package, information and stuff... • SIGNATURES? • Have more nominations ...5:35 • AGM is hard to get people out to. ? • If you want to do something in-person and virtual, if we are doing signatures, we could make signatures virtual. • ONE FULL MONTH?? 5:36th. • New Board would start May 1st. • Want to get current and new board to meet, maybe not May 1st but early May. • Tentatively secured a CRO, for someone to run the elections. • We need to get this solidified today, as this takes a long time to have this go smoothly. • Kyle asks Board if they think the election process should be more in-person or virtual or hybrid. • If we still have signatures, the Board prefers a digital signature because it will be easier. • Give the option for both physical and virtual with a QR code. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	11	0	0

Agenda Item 17		Winter Semester Schedule Planning	
Motion:	I move that the SSU Board of Directors set the Winter Meeting Schedule to be bi-weekly, on Fridays at 7pm to 8pm, starting on February 10th and continuing until the end of the Winter Semester. These meetings will be held at HMC.		
Moved By:	Pranesh Lakshmanasamy	Seconded By:	Radhika Munjal
Notes:			
<ul style="list-style-type: none"> • Sanjey and Om share their availability • Kyle suggests permanent time for Board Meetings after • Majority available Fridays for 7-8PM. • Catering beforehand, at 6PM. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	9	0	0
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> • Sanjey leaves at 6:00PM. • Rhema leaves at 6:11PM. 			

Agenda Item 18	New Business
Notes:	
<ul style="list-style-type: none"> • Abhay asks to discuss about international students being put onto StudentCare. <ul style="list-style-type: none"> ○ Kyle gives a brief update. ○ We can provide international students with supplemental coverage, but not moving away from primary coverage. ○ International students will be under guard.me for primary care and StudentCare for supplementary care. ○ There are hold ups. It is not clear if this will implement this year or the next. • Shuttle bus discussion for next meeting. • Bylaws update that will need to be passed next meeting. 	

Agenda Item 19	Adjournment		
Motion:	I move that we adjourn the 334th Meeting of the Board.		
Moved By:	Kyle Budge	Seconded By:	Pranesh Lakshmanasamy
Notes:			
<ul style="list-style-type: none"> • N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	9	0	0
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> • Meeting is adjourned by Kyle Budge at 6:23PM. 			

Referenced documents:

- 333rd Board Meeting Minutes
- 334th Board Meeting Agenda
- 322 December 14 2022 Motion
- 1. Quarterly Financial Performance Report as of October 31 2022
- 1. Consolidate Performance Report October 31 2022
- 2. 2023_24 Budget Timeline – Master file
- Serendipity newsmag_progress report_Nov 2022

Respectfully submitted by,



[Sarah Mckean \(Feb 24, 2023 20:58 EST\)](#)

(Signature of Secretary of the Board)

Adopted by the SSU Board of Directors in the meeting of

February 24, 2023

 (Date of Meeting)


[Shivang Shingala \(Feb 24, 2023 22:15 EST\)](#)

(Signature of Board Vice-Chairperson)