

NIPISSING UNIVERSITY STUDENT UNION



Board of Directors Meeting Minutes – Nipissing University Student Union
Monday, July 29th, 2019 – 5:00 p.m. – F214, Nipissing University

Notice: Meeting may be recorded for the benefit of the secretary. The recording secretary shall keep a record of the recording for conflict resolution and organizational

purposes.

Board of Directors Meeting Minutes – Nipissing University Student Union
 Monday, July 29th, 2019 – 5:00 p.m. – F204, Nipissing University

Call to Order – Monday, July 29th, 2019

5:06 p.m. – Vice Chairperson Shannon McCarthy called the meeting to order.

1. Attendance/Land Acknowledgement

President:	Hannah Mackie	Present
VP Finance:	Taylor Sullivan	Present
VP Services:	Shannon MacCarthy	Present
VP Advocacy and Awareness:	Charlotte Foster	Present
Director-at-Large:	Cherisee DaCosta	Present 5:17 pm
Director-at-Large:	Kirsten Cartwright	Present
Director-at-Large:	Natalie Muylaert	Present
Director-at-Large:	Patrick Bethune	Present
Director-at-Large:	Xander Winter	Regrets
Director-at-Large:	Zachary Cooper	Present

CHAIR / SPEAKER: Shannon MacCarthy – VP Student Life
 RECORDED BY: Charlotte Foster – VP Advocacy and Awareness

The chair said that quorum has been reached.

Land Acknowledgement:

“Nipissing University is located in the territory of Nipissing First Nation and within the Robinson- Huron Treaty of 1850. We acknowledge the territory to honour the land we are on today, and the continued presence of the Anishinaabeg peoples of Nipissing First Nation and to recognize our ongoing relationship with the community. We are honoured to live and work alongside the Anishinaabeg people of Nipissing First Nation”

2. Declaration of Conflict of Interest

If any Board members foresee a personal conflict of interest with anything in the agenda, please make it known now.

3. Adoption of Agenda

MOTION: To adopt the agenda for the Board of Directors Meeting dated July 29th, 2019, as circulated.

*Moved by Hannah Mackie;
seconded by Tayler Sullivan.
Carried.*

4. Approval of Minutes from the June 27th, 2019 Meeting.

MOTION: To approve the minutes from the June 27th, 2019 meeting as circulated.

Amendments:

Correct spelling of Kristen Cartwright's first name.

*Moved by Hannah Mackie;
seconded by Natalie Muylaert.
Carried.*

5. Business Arising from the Minutes

6. Executive Committee Term Reports

a. Report From the President

MOTION #3: That the report from the President dated July 29th, 2019 be received.

*Moved by Hannah Mackie;
seconded by Tayler Sullivan.
No noted abstentions.
No noted opposition.
Carried.*

b. Report from the Vice-President Advocacy & Awareness

MOTION #4: That the report from the Vice-President Advocacy and Awareness dated July 29th, 2019 be received.

*Moved by Charlotte Foster;
seconded by Hannah Mackie.
No noted abstentions.
No noted opposition.
Carried.*

c. Report from the Vice-President Finance & Administration

MOTION #5: That the report from the Vice President Finance and Administration dated July 29th, 2019 be received.

*Moved by Tayler Sullivan;
seconded by Hannah Mackie.
No noted abstentions.
No noted opposition.
Carried.*

d. Report from the Vice-President Student Life

MOTION #6: That the report from the Vice President Student Life dated July 29th, 2019 be received.

Shannon MacCarthy announced that the community portion is called fun fair, and the student part is called the block party.

Shannon MacCarthy further said it is a good opportunity for directors to volunteer for the community fun fair portion and if people still want to volunteer for the student block party you can but otherwise you're encouraged to come as students.

Zachary Cooper asked Shannon MacCarthy, is there an official volunteer sign up page somewhere?

Shannon MacCarthy replied saying yes, I will send that out for you all once it is made.

Kirsten Cartwright then asked how long would you like us to volunteer for?

Shannon MacCarthy replied with ideally the full six hour day, but if there is a conflict that arises I can deal with those too. For sure I would like you there for set up and during the day which could be running a game, food, tickets, or prizes.

Zachary Cooper then asked Shannon MacCarthy we do not have to volunteer for the night portion?

Shannon MacCarthy replied saying no, I strongly encourage you all to come as a student.

*Moved by Shannon MacCarthy;
seconded by Hannah Mackie.
No noted abstentions.
No noted oppositions.
Carried.*

Cherisee DaCosta joined the Board of Directors dated July 29th, 2019 at 5:17 pm.

7. Committee Reports

a. Audit & Finance Committee

No report.

b. Elections Committee

No report. Hannah Mackie stated there will be an update in the governance committee as they are intertwined at the moment.

c. Executive Committee

Hannah Mackie stated that it has been a busy month, the auditors and NSO have happened this month, and lots of community outreach while it's summer and we have the time to go and build those community relationships.

d. Governance Committee

There is a report. Hannah Mackie would like people to go over their terms of reference for their committees and highlight what does not make sense or needs to be added. Hannah Mackie would like the suggestions emailed to her, and then the governance committee will review the requested changes and updates. The governance committee went over their terms of reference and now have a clearer direction.

Hannah Mackie further said the main topic in the meeting was about the election policy. Hannah Mackie provided the board background information about the policy and stated the traditionally, although looking over the terms of reference it is not how it was supposed to work, the election policy should fall to the governance committee but traditional it has been in the elections committee to make the changes. For this year, Hannah Mackie states that we are going to stick with what the terms of reference say and keep within the governance committee.

Hannah Mackie stated that within the office, there was a conversation about issues in the past for elections, that conversation and last year's suggestions will be brought to the governance committee.

Hannah Mackie then said that Nicole, our policy intern, has been looking over the policies and made suggestions. There will be a few amendments presented to the committee and the board for new policies.

Hannah Mackie also stated a new change in regards to policies. Traditionally, it was all policies have to have board approval. The governance committee has looked into potentially looking to change so operational/ internal policies do not have to be board approved such as the technology sign out procedure.

Hannah Mackie then stated the final topic discussed was the code of conduct policy, there is a first draft ready for the next board meeting for board approval.

- e. Green Initiative Committee
No report.
- f. Campaigns Committee
There is a report. Charlotte Foster stated that the committee will meet soon to discuss events for the topics chosen.
- g. Shine Committee
No report.
- h. Social Committee
No report. Shannon MacCarthy stated there will be no meeting in August, there will potentially be a social committee meeting in early September.

8. New Business

- a. Amending the budget

MOTION #7: That the board approves the amended budget 2019/ 2020 year

Tayler Sullivan stated that the budget was made before the ancillary fees had been finalized, we have added a new budget line called Campaigns and Awareness. Students are not going to be charged more, it is still based off of the original fee all together, it has just been re-divided.

Patrick Bethune asked Tayler Sullivan to confirm that we are not spending any more than we said originally. Tayler responded saying that we will not be spending anymore than originally stated.

Cherisee DaCosta asked the board why is the CFS in revenue and expenses?

Hannah Mackie replied saying it is because it is through fee, meaning that we charge students thus creating revenue, but we pay CFS directly, making it an expense.

Patrick Bethune asked the board what is the settlements line for out of Operation Expenses?

Tayler Sullivan replied saying in case anything was to happen legally at work, but hopefully that will not happen.

Patrick Bethune asked the board if the audit fee was for the people doing our audit?

Tayler Sullivan replied saying yes.

Cherisee DaCosta asked the board if we were we getting money from the government for the Canada Summer Jobs or from us?

Tayler Sullivan replied saying yes, we are getting covered by the Government for the interns.

Cherisee DaCosta asked the board if it is not exactly an expense from us, if it is still in our expenses?

Patrick Bethune asked if it would it not considered revenue?

Tayler Sullivan replied saying no, as the Government is not directly paying us. It would be considered another through fee.

Hannah Mackie then added that we are still responsible for overtime pay etc, but it would be a small amount taken out of the salary budget line, but would be borderline insignificant.

*Moved by Hannah Mackie;
seconded by Tayler Sullivan.
Carried.*

b. Class schedules

Hannah Mackie stated that she would like to have consistent board meetings, and do not want the meetings to be scheduled last minute. To ensure this, please send Hannah Mackie your schedules, and any other important times such as work. Hannah Mackie would like to schedule for the next four months, and will ask in November for the Winter schedules. Can subject to change depending on the director and senator elections in September. A heads up that last year the meetings were on a Friday afternoon as that was when most people were free.

Zachary Cooper stated that he will not get my schedule until the middle of August because I am at Canadore this year.

Hannah Mackie replied saying that is okay.

Hannah Mackie stated that the September Board meeting will be in the last week of September. For the August board meeting, if it is okay with everyone, I will schedule it for the first week of September because of Frosh Week and the evening events will interfere.

Patrick Bethune stated that he might have to wait until September for his final schedule as he might be adding more classes.

c. Conflict of interest

Hannah Mackie states that anyone on the governance committee who wants to run again, for either executive or director, needs to declare this as soon as possible as it is a conflict of interest. You can state the conflict and still be apart of the governance committee, but will have to leave while the committee is working on the elections policy. You can still be apart of the election committee if thinking of running again, as you will not benefit from an election that is not your own. However, there will need to be notice if you are planning to run in the election.

9. Question Period

Patrick Bethune asked the Board if the things in the committee report public knowledge?

Hannah Mackie replied saying yes, but if there is anything within the committee who does not want it public, the chair should know not to put it in the report. If there is a discussion not final, the chair should declare it to the committee.

Patrick Bethune then asked the Board if anything that has changed with CFS or the CFS lawsuit?

Hannah Mackie replied saying that NUSU had met with Sami and Cody, there was an update on the lawsuit and the Skills Symposium. Due to the budget cuts, the Skills Symposium events will be hosted geographically, and CFS will come to the campus and is open to all students. The execs will work to see what topics are important to our region.

Hannah Mackie further said there are no expectations from NUSU for the legal challenge, and should be a court date for October. They were interested in our federal debate, and will hopefully provide materials to encourage first time voters.

Natalie Muylaert asked the Board if there is an update about the opt-out process for ancillary fees?

Taylor Sullivan replied saying there has been nothing new from Casey. It should hopefully look like a page on Webadvisor, and every time you opt-out of an ancillary fee a little window will pop out to make sure you want to opt-out with a description of the fee.

Cherisee DaCosta then asked is it on Webadvisor for the opt-out option?

Taylor Sullivan replied saying yes and if you do not opt-out then you are automatically opted- in.

Natalie Muylaert asked if there is a deadline to opt-out yet?

Taylor Sullivan replied saying nothing has been said.

10. Adjournment

MOTION #8: That the meeting of the Board of Directors dated July 29th, 2019 be adjourned.

5:41 pm – Meeting adjourned.

*Moved by Natalie Muylaert;
seconded by Patrick Bethune.
Carried.*

Shannon MacCarthy, Vice CHAIR

Charlotte Foster, Recording Secretary