



Board of Directors Meeting Minutes – Nipissing University Student Union
 Tuesday, June 27th, 2017 – 6:00 p.m. – F303, Nipissing University

Call to Order – Tuesday, June 27th, 2017

6:13 p.m. – Chairperson Sydney Lamorea, President called the Board of Directors meeting to order.

1. Attendance

President:	Sydney Lamorea	Present
VP Governance & Legal Affairs:	Cooper Allen	Present
VP Finance:	Shane Dunstall	Present
VP Services:	J'aime Brunet	Present
VP Communications:	Tyrel Somerville	Present
Director-at-Large:	Rebecca Dubeau	Present (Skype)
Director-at-Large:	Connor Cobean	Present (Skype)
Director-at-Large:	Eric Marrast	Present
Director-at-Large:	Daniel Goulard	Present (Skype)
Director-at-Large:	Melissa Richardson	Present
Director-at-Large:	Ray Mulville	Present (Skype)
Director-at-Large:	Jasmin Beal	Regrets
Director-at-Large:	Aidan Adrain	Regrets

CHAIR/SPEAKER: Sydney Lamorea – NUSU President

RECORDED BY: Michelle Rae – Board Secretary (Cooper Allen – Secretary for this meeting)

Chair said that quorum has been reached.

2. Adoption of Agenda

MOTION #25: Be it resolved that the Board of Directors Meeting Agenda for June 27th, 2017 be adopted as presented.

MOVED BY: BRUNET

SECONDED BY: MULVILLE

DISCUSSIONS: BRUNET makes friendly amendment from Shine NGM to Shinerama National. ALLEN notes friendly amendment to the committee terms of reference: from Audit and Finance to Sales and Merchandise.

MOTION CARRIED

3. Adoption of Minutes

MOTION #26: Be it resolved that the Board of Directors Meeting Minutes from the May 24th, 2017 meeting be adopted as presented.

MOVED BY: COBEAN



SECONDED BY: MARRAST

MOTION CARRIED

4. Business Arising from the Minutes

a. Approval of the Budget for the 2017-2018 Year

MOTION #27: That the NUSU Board of Directors approves the budget for the 2017-2018 fiscal year.

MOVED BY: DUNSTALL

SECONDED BY: ALLEN

DISCUSSIONS: DUNSTALL explains changes made from HAWCO's proposal. DUNSTALL provides updates on Marketing and Advertising expense, Mira HOTTE (NUSU Bookkeeper), wanted it noted there was \$4,000 taken from that account last year that was not necessary; adjustments have been made by bookkeeper. HOTTE proposes we lower General Merchandise as that account was over spent last year, resulting in excess inventory that has yet to be sold (which was determined at Sale and Merchandise committee).

It was further suggested to introduce a budget line for Information Technology as last year there was additional expenses for the iPad, GoPro and Laptop that were taken from the Marketing and Advertising budget line.

HOTTE is also planning to reduce the depreciation expense because since The Wall closed our assets have been diminished, therefore the depreciation account should be decreased significantly.

Insurance last year was almost \$20,000 over budget; DUNSTALL investigated the reasons and found that the issue was previous to last year's executive team. 2015 insurance was not paid in full, as such when last year's executive team was in office; they were responsible for having to pay the outstanding amount. Furthermore, the previous executive team had also paid their term in full, resulting in the higher amount. There is hope that this year's insurance rate will be lower than the previous year, as we have less assets this year without The Wall, however, it was decided to keep the proposed amount as is, on the budget line, as a precautionary measure.

HOTTE proposes changes to the Audit fees as she feels the amount on the budget was too low. She has adjusted the amount from \$9,000 to \$15,000 making it a more realistic number compared to last year's budget.

Adjustments to the Telephone expenses. Previous year's executives have suggested eliminating the telephone system at NUSU and considering using Skype for regular office operations. After discussions it has been determined that this suggestion is not something that is feasible at this time.

While operating at a break-even point has worked in previous years, these adjustments have been



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made in preparation for the Building Project. NUSU is currently expected to hire employees, furnish, and purchase additional capital for the building once it is completed. In order to ensure that these obligations can be met, NUSU must have the funds to pay for these expenditures.

Handbook expense was reduced as DUNSTALL felt it was not necessary to pay \$2000 more when the Ancillary fees covered the cost. After discussions with SOMERVILLE, this seemed like the logical decision. The Handbook has also been changed to a calendar for this 2017-2018 year.

NUSU Perks card expense is reduced this year as DUNSTALL intends to have a digital method for the program.

CFS fees are hoped to be paid this year. BRUNET informs that in the past years, the fees for CFS have not been paid, and the executive team plans to pay off any previous years, including this upcoming year. DUNSTALL cannot explain why the fees were not paid previously.

MOTION CARRIED

MOTION #28: That the Agenda be moved out of order to address “Item 7: Committee Reports”.

MOVED BY: RICHARDSON

SECONDED BY: MARRAST

MOTION CARRIED

a. Executive Committee

MOTION #29: Be it resolved that the Board of Directors omnibus the amended Terms of Reference and the Time-in-Lieu policy.

MOVED BY: SOMERVILLE

SECONDED BY: MARRAST

MOTION CARRIED

MOTION #30: Be it resolved that the Board of Directors approve the amendments to the Time-in-Lieu Policy, and the Committee Terms of Reference, as recommended by the Executive Committee.

MOVED BY: SOMERVILLE

SECONDED BY: BRUNET

MOTION CARRIED

b. Committee Elections

MOTION #31: Be it resolved that the Board of Directors approve the drafted Terms of Reference for the Shine Committee, as recommended by the Executive Committee.

MOVED BY: SOMERVILLE



SECONDED BY: COBEAN

MOTION CARRIED

i. Governance Committee

GOULARD nominates himself. GOULARD withdraws upon further consideration. MARRAST nominates himself. MARRAST accepts. MULVILLE nominates DUBEAU. DUBEAU accepts. COBEAN nominates himself. COBEAN accepts.

Vote required. Two candidates to be chosen between MARRAST, DUBEAU, and COBEAN. Each candidate explains why they would like to join the committee. Secret ballot requested.

MARRAST and DUBEAU win election.

MOTION #32: To destroy the ballots for the Governance Committee vote.

MOVED BY: MARRAST

SECONDED BY: DUBEAU

MOTION CARRIED

MOTION #33: Be it resolved that Eric MARRAST and Rebecca DUBEAU be elected as the NUSU Board of Directors' members of the Governance Committee for the 2017-2018 term.

MOVED BY: RICHARDSON

SECONDED BY: COBEAN

MOTION CARRIED

ii. Elections Committee

GOULARD nominates MULVILLE. MULVILLE declines. SOMERVILLE nominates RICHARDSON. RICHARDSON accepts.

MOTION #34: Be it resolved that Melissa RICHARDSON be elected as the final NUSU Board of Directors' member of the Elections Committee for the 2017-2018 term.

MOVED BY: MARRAST

SECONDED BY: COBEAN

MOTION CARRIED

iii. Campaigns Committee

SOMERVILLE nominates DUBEAU. DUBEAU declines. SOMERVILLE nominates MULVILLE. MULVILLE declines. DUNSTALL nominates COBEAN. COBEAN declines. MARRAST nominates BEAL. BEAL electronically accepts.

MOTION #35: To elect Jasmin BEAL as the final member of the campaigns committee for the 2017-2018 term.

MOVED BY: RICHARDSON

SECONDED BY: MARRAST



MOTION CARRIED

iv. Audit & Finance Committee

DUNSTALL nominates MULVILLE. MULVILLE accepts. ALLEN withdraws his candidacy from the previous Board meeting nominations.

MOTION #36: To elect Eric MARRAST, Connor COBEAN, and Ray MULVILLE as the NUSU Board of Directors' members of the Audit & Finance Committee for the 2017-2018 term.

MOVED BY: BRUNET

SECONDED BY: RICHARDSON

MOTION CARRIED

v. Social Committee

SOMERVILLE withdraws. RICHARDSON nominates DUBEAU. DUBEAU declines. MARRAST nominates RICHARDSON. RICHARDSON accepts.

MOTION #37: To elect Melissa RICHARDSON as the final NUSU Board of Directors' member of the Social Committee for the 2017-2018 term.

MOVED BY: BRUNET

SECONDED BY: MARRAST

MOTION CARRIED

vi. Shine Committee

SOMERVILLE nominates RICHARDSON. RICHARDSON accepts. DUBEAU asks about position on committee as a coordinator.

MOTION #38: To elect Melissa RICHARDSON as the NUSU Director-at-Large member of the Shine Committee for the 2017-2018 term.

MOVED BY: SOMERVILLE

SECONDED BY: GOULARD

MOTION CARRIED

5. Executive Committee Term Reports

a. Report From the President

MOTION #39: That the Report from the President dated June 27th, 2017 be received.

MOVED BY: BRUNET

SECONDED BY: COBEAN

MOTION CARRIED

MARRAST abstains.

b. Report from the Vice President Governance and Legal Affairs

MOTION #40: That the Report from the Vice-President Governance and Legal Affairs dated June 27th, 2017 be received.



MOVED BY: SOMERVILLE

SECONDED BY: RICHARDSON

DISCUSSIONS: SOMERVILLE notes the time constraints and changes have been made since the report was submitted. ALLEN noted interns through iLEAD at NUSU in the upcoming academic year. There are three (3) spots available for the internship.

MOTION CARRIED

c. Report from the Vice President Finance

MOTION #41: That the Report from the Vice-President Finance dated June 27th, 2017 be received.

MOVED BY: GOULARD

SECONDED BY: RICHARDSON

DISCUSSIONS: DUNSTALL mentions conversation about corporate sponsorship with the Mayor, and was told the Mayor will assist in providing businesses potentially interested in becoming a corporate sponsor.

MOTION CARRIED

MARRAST abstains.

d. Report from the Vice-President Services

MOTION #42: That the Report from the Vice President Services dated June 27th, 2017 be received.

MOVED BY: ALLEN

SECONDED BY: SOMERVILLE

DISCUSSIONS: BRUNET apologizes for lack of detail/grammar errors. Friendly amendments will be made for grammar.

DUBEAU asks about how we will connect students with faculty/deans following the meeting with Dr. MURAT and Dr. RADIA. ALLEN explains in the Arts and Science departments, there was hope in connecting the Dean's more with the Societies, and NUSU is looking to act as a liaison between the different societies and the deans. LAMOREA explains that ~~after this meeting~~, both Dr. MURAT and Dr. RADIA both showed interest in connecting with their students and would appreciate more student participation and feedback. SOMERVILLE notes that Dr. MURAT and Dr. RADIA have also expressed interest in module training in regards to academic skills and success. The hope is to have the individual modules to be offered through Blackboard; however, it is still in the idea phase.

MARRAST asks at what capacity has BRUNET met with with residence. BRUNET explains that she has attended meetings primarily with Courtney MEYER and Megan CYR to discuss orientation week. BRUNET has ALSO had a few conversations with Genevieve. Also hopes to have more monthly meetings in the future with SOMERVILLE to discuss events.

SOMERVILLE notes the frosh week schedule is completed.

MOTION CARRIED



ALLEN mentions great work on frosh week from BRUNET. She has exceeded deadlines and is ahead as far as planning and coordinating compared to previous years. SOMERVILLE wants it noted in the minutes that “J’aime (BRUNET) is awesome”. RICHARDSON asks about search for a replacement Frosh coordinator as Dave RATCLIFFE has resigned from his position as coordinator. BRUNET states there is no further development with regards to this change, and further discussions will occur at the next frosh coordinator meeting. BRUNET is open to suggestions with regards to replacements.

e. Report from the Vice-President Communications

MOTION #43: That the Report from the Vice President Communications dated June 27th, 2017 be received.

MOVED BY: BRUNET

SECONDED BY: RICHARDSON

ALLEN notes the time constraints. SOMERVILLE summarizes his report and the updated changes since the report was submitted. Updates that the CFS NGM meeting update is completely finished and available for viewing.

Update on the calendar progress, the dates have been submitted and is relevantly completed. Currently working on formatting and implementing each department information into the calendar.

There is no update on the App. The website is awesome, if anyone sees Sarah McGOWAN or Bryanne MORRIS please congratulate them as they have been working hard and it is a lengthy process. If there are any noticeable issues with the website, please notify Communications Department so the changes can be made.

MOTION CARRIED

6. Question Period

No questions asked.

7. Committee Reports (discussed in business arising from the minutes).

8. Conference Reports

a. CFS-NGM

SOMERVILLE states his report is vague with details as political items were discussed. The CFS executive team from three (3) years prior had a “secret bank account” at CIBC that funds were being issued to and withdrawn from. At the time, the executives were unaware of this and brought it to the public knowledge. They were attacked by the media for this and even though this did not occur during their term, they were still held responsible for it. Because of this there was a forensic audit on the account which halted all their annual audits for CFS, because they had to deal with the previous audits first. The investigation did discover the individual involved



with the secret account, and they no longer work at CFS. CFS is not pressing criminal charges against the individual as it would be a lengthy court case and they are not interested in depleting assets.

Further political issues and other media related items were discussed. There were anti-CFS Snapchat filters, motions put forth with intention to destroy CFS, etc. however nothing damaging happened.

The CFS-OGM meeting is coming up. If there are any items you would like discussed at this meeting, notify SOMERVILLE so it can be addressed at the provincial level.

b. Shine NGM

SOMERVILLE reviewed his experience at Shine in the first report submitted to the Board. There can be further details provided should it be requested.

c. CFS Skills

SOMERVILLE notes his report is included in the report to the Board. ALLEN notes if there are any questions in regards to his report, to feel free to ask.

d. COCA National 2017

LAMOREA's report is long and detailed. LAMOREA and BRUNET attended the event. There were many Student Union leaders for networking. Attended a lot of workshops and seminars. BRUNET comments on LAMOREA's report, suggests to do a summary instead of a detailed report with regards to content learned. BRUNET felt the networking at the event was a benefit, and learned a large amount of information. The days are long from 9:30 a.m. to 2:00 a.m. each day. Hardly breaks, and busy. BRUNET attended most of the programming education sessions. A lot of information about concerts, speaking to agents, running event nights. Hoping to plan a variety of events throughout the year as learned at the sessions. Hoping to be able to use the contacts made and connections.

9. Building Project Update

ALLEN updates that NUSU has been given two options to proceed with. As of the last Board meeting there was a tentative date for a court appearance for June 6th or June 8th, however concerns from the opposing party's counsel has delayed the process, so a new date is needed to be scheduled. The original amount that Canadore's lawyers were suggesting for settlement has increased. It is now up to our counsel to find out what the amount is for settlement and relaying that information to NUSU Executives and Board of Directors to see how to proceed. Originally it would have cost \$7,500 to \$12,500 to settle and now the representatives are asking for an additional \$12,500. Essentially we would possibly be looking at a \$25,000 fee to proceed on a consent basis, allowing all parties to sign off in agreement. The hope is to have the Trust fund



dissolved at this same Court date.

The other option was to not continue on a consent basis. NUSU is able to continue the fight on our own with representatives, however, this could be a lengthy process, and would potentially cost a lot more than the prospected settlement amount. ALLEN feels we should continue on a Consent basis as this would be good for all parties to end the matter in Court, and allow the Trust monies to be released.

SOMERVILLE points out that because we are on a timeline with the building project, and Canadore is aware of this timeline constraint, they feel we will mostly likely settle as we are in a need for the Trust monies sooner than later. SOMERVILLE agrees that the settlement is the best option.

It is the recommendation of our counsel to do the Consent settlement route as it is the less risky option.

LAMOREA mentions the meeting with Mayor Al McDONALD, who discussed the economic development fees. From that meeting, Dave DRENTH, Cheryl SUTTON and NUSU hope to get the Building and Operating Agreements in order so we can send it to DART (Development Application Review Team), who is a company that works on all the development and building projects within the community. Because NUSU is having Nipissing pay for the building and it is on University land, they should not have to pay the development fees. There has been a lot of development with the relationship between NUSU and Nipissing University, and SOMERVILLE hopes to keep this relationship and improve it.

Upon receiving input from everyone in the room, the decision of the Board of Directors is to continue on a Consent basis.

10. New Business

LAMOREA describes her motivation behind the letter written to the Minister of Transportation. A copy of the letter is attached to LAMOREA's report. The letter is promoting better transportation between the northern Ontario communities with the southern Ontario communities. After LAMOREA attended the FONOM conference it was discussed that there was more initiative to grow and focus on the northern Ontario communities. LAMOREA feels that one way to improve issues within northern Ontario communities was to focus on the transportation that is currently in place for people travelling from northern communities to southern communities, and vice versa. The cost of transportation is also a lot of money. As there were many cuts over the years to service, it is difficult to travel with a restricted schedule. The



letter is to be from NUSU as a whole. LAMOREA asks that an electronic signature is asked of the Directors for this letter.

MARRAST asked if there were other Universities that were taking this initiative. LAMOREA replies that similar work has been done at other Universities.

MOTION #44: That the NUSU Board of Directors' supports the letter drafted for the Minister of Transportation.

MOVED BY: MARRAST

SECONDED BY: RICHARDSON

MOTION CARRIED

ALLEN discusses email received about the hard work of Sarah McGOWAN. SOMERVILLE has extended his thanks for her efforts; however, turns to the Board members to decide what can be done for Sarah McGOWAN. The Board feels recognition and a gift should be given to show their appreciation.

ALLEN mentions Green Initiatives Committee. Since there is no official Terms of Reference for this committee, NUSU cannot currently hold elections for it.

MOTION #45: Be it resolved that the NUSU Board of Directors' defer the election of the Green Initiative Committee for the 2017-2018 term until the Terms of Reference have been brought forward by the Executive Committee.

MOVED BY: SOMERVILLE

SECONDED BY: DUNSTALL

MOTION CARRIED

SOMERVILLE suggests we need an impartial closed session chair and recording secretary. MARRAST to be the recording secretary and DUBEAU to also take notes. MULVILLE to chair.

MOTION #46: to enter into closed session.

MOVED BY: BRUNET

SECONDED BY: SOMERVILLE

MOTION CARRIED. LAMOREA ABSTAINS.

11. Closed Session: begins at 9:15 p.m.

12. Adjournment

MOTION #47: To adjourn the June 27th, 2017 Board of Directors Committee Meeting.

MOVED BY: GOULARD



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SECONDED BY: DUBEAU

MOTION CARRIED. ALLEN ABSTAINS.

11:32 p.m. – Meeting adjourned.

SYDNEY LAMOREA, CHAIR

MICHELLE RAE, SECRETARY