

NIPISSING UNIVERSITY STUDENT UNION



**Board of Directors Meeting Minutes – Nipissing University Student Union**  
September 28, 2022 - 6PM - Zoom

**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.**

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**Attendance:**

President:	Riley McEntee	Present
VP Finance & Administration:	Montana Taylor	Regrets
VP Advocacy & Awareness:	Harikesh Panchal	Present
VP Student Life:	Preston English	Present
Director-at-Large:	Adam Strang	Regrets
Director-at-Large:	Emily Cooke	Present
Director-at-Large:	Jared Gagne	Present
Director-at-Large:	Mercedes Parsons	Present
Director-at-Large:	Anna Brownlee	Present
Director-at-Large:	Josee Laforest	Present
 CHAIR / SPEAKER:	 Sami Pritchard	 Chair
RECORDED BY:	Nicole Seeley	Office Administrator
STUDENT MEMBERS:		

**1. Formal Opening – Call to Order**

The Board of Directors meeting is called to order at 6:06PM.

**2. Land Acknowledgement**

ENGLISH offers a traditional land acknowledgment.

**3. Declaration of Conflict of Interest**

COOKE declares she has a conflict of interest for items 10.a and 10.b as she is a NUSU employee and can benefit from those - will abstain from voting for those.

**4. Adoption of Agenda**

MOTION: To adopt the agenda for the Board of Directors Meeting dated September 28, 2022, as circulated.

*Moved by COOKE;*

*seconded by BROWNLEE.*

**Discussion:**

McENTEE would like to make an amendment to the agenda to remove item 10.b, E-Commerce Policy, as it is not fully complete. We will keep it back until NUSU Shops is fully set up so we can finish the policy in full.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

*Moved by McENTEE  
seconded by COOKE*

**5. Approval of Minutes**

MOTION: To approve the minutes from the August 22, 2022 meeting as circulated.

*Moved by COOKE;  
seconded by PARSONS.*

**Discussion:**

There is none.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

**6. Business Arising from the Minutes**

**7. Executive Reports**

**a. Report From the President**

MOTION: That the report from the President dated September 28, 2022 be received.



McENTEE states that NUSU had a Welcome Back BBQ and another BBQ the following week because there was too much food leftover. NUSU also hosted the Chamber After Hours event. Every event had an amazing turnout. Additionally, McENTEE was present at the North Bay Pride March and has been having meetings with NUFA and Dr. Wamsley, so if anyone has any concerns to be highlighted to them, please let him know.

*Moved by PARSONS;  
 seconded by BROWNLEE.*

**Discussion:**  
 There is none.

*No noted abstentions.  
 No noted opposition.  
 Motion carries.*

**b. Report from the Vice-President Finance and Administration**

MOTION: That the Report from the Vice-President Finance and Administration dated September 28, 2022 be received.

*Moved by BROWNLEE;  
 seconded by COOKE.*

**Discussion:**  
 There is none.

*No noted abstentions.  
 No noted opposition.  
 Motion carries.*

**c. Report from the Vice-President Advocacy and Awareness**

MOTION: That the Report from the Vice-President Advocacy and Awareness dated September 28, 2022 be received.

PANCHAL states that this morning NUSU had an International Student Town Hall meeting where they voiced feedback regarding international students and heard feedback from students, faculty, staff, and administration who were present. We hope to

formalize a plan to bring back to administration to ensure our international students are receiving the best support possible.

*Moved by COOKE;  
seconded by BROWNLEE.*

**Discussion:**

There is none.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

**d. Report from the Vice-President Student Life**

MOTION: That the Report from the Vice-President Student Life dated September 28, 2022 be received.

ENGLISH provides an Orientation Week recap and states that the alternative programming we added this year was a big hit. During our large scale events that were more physical, we had alternative programming going on at the same time that students could participate in. We received good feedback about the alternative programming and hope to bring it back next year. ENGLISH also explained that student groups are in the process of going through by-elections and we are having Involvement Week right now for student groups. Lastly, the Ontario University Fair is taking place in Toronto and Riley McEntee and Preston English will be attending as Nipissing University students and recruitment is giving them a table to represent NUSU.

*Moved by PARSONS;  
seconded by BROWNLEE.*

**Discussion:**

There is none.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

**8. Committee Reports**

PRITCHARD states we haven't had committee meetings, so there are no committee reports.

**9. Question Period**

PARSONS reminds everyone of the 48-hour policy of uploading materials and wanted to make sure this is upheld.

ENGLISH and PANCHAL both thanked PARSONS for the reminder and said they would ensure this is upheld from now on.

**10. New Business**

**a. Next land acknowledgment will be from Emily Cooke**

**b. Holiday Bonus Policy**

MOTION: BIRT the Board of Directors approve the Holiday Bonus Policy.

McENTEE explains that the Governance Committee did approve the Holiday Bonus Policy, but this is not reflected in the agenda because the agenda had to go out before the Governance Committee meeting took place due to the timing of both meetings. The Holiday Bonus Policy is pretty straightforward and we have been following this for years, but wanted to have it officially reflected in a policy, so we had Sarah Pecoskie-Schweir, NUSU's Strategy and Infrastructure Assistant, write the policy.

*Moved by McENTEE;  
seconded by GAGNE.*

**Discussion:**

There is none.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

**c. Performance Evaluation Policy**

MOTION: BIRT the Board of Directors approve the Performance Evaluation Policy.

Motion denied. The motion will be tabled to the next Board meeting.

*Moved by GAGNE;  
seconded by PARSONS.*

**Discussion:**

McENTEE explains that we always try to do performance evaluations at a specific time of the year, but since there's a changeover with the executives it can be difficult. We have put it into a policy so they actually happen on time. We also now have Rebecca Hodgson, NUSU's Payroll and Human Resources Associate, who will ensure they are done on time. Should there be an employee who meets or exceeds expectations, they would receive a bonus. Sarah Pecoskie-Schweir, our Strategy and Infrastructure Assistant, made the policy and ensured it was comparable to other similar policies.

PARSONS asks who would be doing the evaluations. They are concerned that executives are students and peers of other student employees and want to avoid biases. PARSONS asks if we could push that these evaluations are more of a Human Resources thing.

McENTEE explains that it would be the executives and Human Resources doing the evaluations. In order to avoid biases we could add into the policy that the executives won't do evaluations for other student employees.

BROWNLEE asks who deals with Human Resources in the office. If an executive were present in the room it could make the person being evaluated more comfortable.

McENTEE explains that we have a homogenous Human Resources body, Rebecca Hodgson, and these evaluations fall under her portfolio.

GAGNE asks if it would be better to have the executive declare a conflict of interest if they have one.

PARSONS states that it might be our staff and students first experience of an evaluation and might prefer to avoid being evaluated by a peer even though they are a form of a supervisor.

ENGLISH states that we will look at the policy again and it will most likely come back at the next Board Meeting.

**d. NUSU Vehicle Update**

McENTEE states that we have our vehicle back after almost a month but the cost was not covered under warranty since it was not mechanical (animals chewed wires). McENTEE will speak to Montana Taylor, our VP of Finance and Administration, about the final cost and will pass that information on to the Directors.

**11. Adjournment**

MOTION: That the Board of Directors meeting dated September 28, 2022 be adjourned.

*Moved by COOKE;  
seconded by PARSONS.*

**Discussion:**

There is none.

*No noted abstentions.  
No noted opposition.  
Motion carries.*

6:34PM – Meeting adjourned.

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Sami Pritchard, CHAIR

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Nicole Seeley, SECRETARY