

NIPISSING UNIVERSITY STUDENT UNION



Board of Directors Meeting Minutes – Nipissing University Student Union
Monday, April 27, 2020 – 7:00 p.m. – Online

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



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purposes.

Board of Directors Meeting Minutes – Nipissing University Student Union
 Monday, April 27, 2020 – 7:00 p.m. – Online

Attendance:

President:	Hannah Mackie	Present
VP Finance & Administration:	Taylor Sullivan	Present
VP Student Life:	Shannon MacCarthy	Present
VP Advocacy & Awareness:	Charlotte Foster	Present
Director-at-Large:	Patrick Bethune	Present
Director-at-Large:	Kirsten Cartwright	Regrets
Director-at-Large:	Zachary Cooper	Regrets
Director-at-Large:	Cherisee DaCosta	Present
Director-at-Large:	Natalie Muylaert	Present
Director-at-Large:	Sarah Pecoskie-Schweir	Present
Director-at-Large:	Xander Winter	Present

CHAIR / SPEAKER:	Hannah Mackie	Chair
RECORDED BY:	Rebecca Dubeau	Office Administrator
STUDENT MEMBERS:	Mykayla King, Ward Loveday	

1. Call to Order

The Board of Directors meeting is called to order at 7:09 PM. *MACKIE* offered a traditional land acknowledgement.

2. Declaration of Conflict of Interest

No conflict of interest is brought to the attention of the Board.

3. Adoption of Agenda

MOTION #1: That the Board of Directors Meeting Agenda for April 27, 2020 be adopted as presented.



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*Moved by MACCARTHY;
seconded by WINTER.*

Discussion:

There was none.

*No noted abstentions.
No noted opposition.
Motion carried.*

4. Approval of Minutes from the April 2nd, 2020 Meeting.

MOTION #2: To approve the minutes from the April 2nd, 2020 meeting as circulated.

*Moved by WINTER;
seconded by MACCARTHY.*

Discussion:

WINTER noted that only the returning executives declared a conflict of interest and not all of the executives.

WINTER thought there was awkward phrasing in the payscale section. Add “get” or “be” before the word “behind”.

*No noted abstentions.
No noted opposition.
Motion carried.*

5. Approval of Minutes from the April 20th, 2020 Meeting.

MOTION #3: To approve the minutes from the April 20th, 2020 meeting as circulated.

WINTER pointed out that the minutes were not attached to the materials sent out for this meeting.

MACKIE stated that the approval of the minutes from the April 20th meeting will be table to the next meeting.

6. Business Arising from the Minutes



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MACKIE stated that after a conversation with *SARAH MCGOWAN* (NUSU Director of Communications), they wanted to look at a community member first before. They had considered Bobby Ray (member of the North Bay Granite Club) as he has been part of the Alumni Board, has been really engaged with students, and would be a good fit for us. However, he is continuing on the Board of Governors for Nipissing for another year and so he could not be considered an option.

MACKIE stated that another option is CFS which was what the board was leaning towards in the last meeting. It has been confirmed that a representative from CFS to be the external chair of the board would not cost anything.

MACKIE reached out to the person who would be chairing the board meetings and she had said that typically, the CFS representative does chair for closed sessions but signs the respective union's confidentiality agreement.

MACKIE asked to confirm if the CFS chair option is what the board was leaning towards.

BETHUNE asked why there was a need for an external chair as he was not present for the last meeting.

MACKIE clarified that it has been a conversation that has been ongoing for many years. In most governance structures, it is not appropriate for the president to also be the chair of the board; a lot of the things that get brought up in meetings directly impact the president who is supposed to be impartial. With an external chair, the president can feel comfortable bringing things to the board. The external chair is an unbiased moderator of the discussion and is well-versed in Robert's Rules of Order. They can also choose who speaks when as that is a part of Robert's Rules (allowing folks who have not spoken yet to answer first) and the amount of people who get to speak. The president is put in an awkward position as chair if they do not want to limit a discussion. There is the possibility that an executive as chair can take advantage of their position.

MOTION #4: Be it resolved that the 2019-2020 Board of Directors will utilize the services of CFS to appoint an external chair.

Moved by *DaCOSTA*;
Seconded by *PECOSKIE-SCHWEIR*.

Discussion:

MUYLART asked if this motion is a recommendation for next year's board to consider or if it is an actual motion.

WINTER suggested that it should be a motion and not just a recommendation.

Abstained by *BETHUNE*.
No noted opposition.



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Motion carried.

7. Executive Reports

a. Report From the President

MOTION #5: That the report from the President dated April 27th, 2020 be received.

*Moved by MACCARTHY;
seconded by PECOSKIE-SCHWEIR.*

Discussion:

MACKIE thanked the Board for being so involved and keeping the executives accountable this year.

*No noted abstentions.
No noted opposition.
Motion carried.*

b. Report from the Vice-President Advocacy and Awareness

MOTION #6: That the Report from the Vice-President Advocacy and Awareness dated April 27th, 2020 be received.

*Moved by FOSTER;
seconded by MACCARTHY.*

Discussion:

FOSTER thanked the support and feedback from the Board this year and looks forward to being a director on the board next year.

*No noted abstentions.
No noted opposition.
Motion carried.*

c. Report from the Vice-President Finance and Administration



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MOTION #7: That the Report from the Vice-President Finance and Administration dated April 27th, 2020 be received.

*Moved by SULLIVAN;
seconded by MACCARTHY.*

Discussion:

SULLIVAN wanted to thank the directors and the executives for her year as an executive.
FOSTER asked for a friendly amendment to remove the “Things to come” section of the report.
WINTER asked for a friendly amendment to capitalize Ward Loveday’s name.

*No noted abstentions.
No noted opposition.
Motion carried.*

d. Report from the Vice-President Student Life

MOTION #8: That the Report from the Vice-President Student Life dated April 27th, 2020 be received.

*Moved by MACCARTHY;
seconded by WINTER.*

Discussion:

MACCARTHY thanked the Board for their participation this year.

*No noted abstentions.
No noted opposition.
Motion carried.*

8. Committee Reports

a. Audit and Finance Committee

MOTION #9: That the report from the Audit and Finance Committee dated April 27th, 2020 be received.



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*Moved by MACCARTHY;
seconded by WINTER.*

Discussion:

MACKIE stated that in a conversation with *WINTER* about the budget. They spoke of making a recommendation to the governance committee to include a recommendation for the budget for the next fiscal year into the terms of reference for the audit and finance committee.

BETHUNE asked how the donation will affect the budget if at all or if this conversation will happen later.

MACKIE said NUSU has not heard back from Casey Philips and Erika Lougheed (External Relations) yet. The initial donation is likely off the table however if we consider doing what we had talked about it will go to funding outside the operating budget.

BETHUNE asked where the leftover funding is going and if it is rolling over to next year's budget.

MACKIE stated that is what happens every year. For the most part, it happens in the same lines but depends on some of the operating expenses and where they get dissolved into. Usually you start at zero and look at the history of spending from last year and predict spending for this year.

MACKIE stated that for the board members who are not returning next year, she can invite them to the next board meeting to ask follow-up questions if they reach out to her about it.

*No noted abstentions.
No noted opposition.
Motion carried.*

b. Elections Committee

MOTION #8: That the report from the Elections Committee dated April 27th, 2020 be received.

c. Governance Committee

MOTION #9: That the report from the Governance Committee dated April 27th, 2020 be received.

Discussion:

MACKIE thanked the committee for their extensive work this year.



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d. Green Initiatives Committee

MOTION #10: That the report from the Green Initiative Committee dated April 27th, 2020 be received.

Discussion:

There was none.

e. Campaigns:

MOTION #11: That the report from the Campaigns Committee dated April 27th, 2020 be received.

Discussion:

WINTER asked if *PECOSKIE-SCHWEIR* was a director member or a student member of the committee.

MACKIE noted a friendly amendment to include *PECOSKIE-SCHWEIR* as a director member.

g. Shine Committee

MOTION #12: That the report from the Shine Committee dated April 27th, 2020 be received.

Discussion:

There was none.

h. Social Committee

MOTION #13: That the report from the Social Committee dated April 27th, 2020 be received.

Discussion:

There was none.

i. Elections Committee:



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MOTION #14: That the report from the Elections Committee dated April 27th, 2020 be received.

Discussion:

There was none.

MOTION: That 8A-8G be moved as an omnibus motion.

Moved by *FOSTER*;
Seconded by *PECOSKIE-SCHWEIR*.
No noted abstentions.
No noted opposition.
Motion carried.

9. New Business

A. SVPS Committee Proposal

MACKIE stated that there has been some internal discussion on this. This is a proposal to create a new committee centering around the new building and providing alcohol on campus. This committee would address concerns like over-drinking, sexual violence, and creating a safer space. This should not be a one-time conversation but an on-going one instead.

MACKIE wanted to propose the creation of this committee to the governance committee. Some of the ideas already in place include Bringing in the Bystander training for bartenders and having different resources framed in bathrooms.

FOSTER said that if we are framing it for creating safer spaces, could the governance committee look to the terms of reference to broaden the language to include multiple issues and not just sexual violence (e.g. binge drinking.)

MACKIE stated that the committee would likely be as broad as possible so it can include various different pieces. There has been concern that NUSU is bringing a bar back on campus and the culture of a bar along with it.

WINTER recommended naming the committee the “Safer Spaces Committee”

MACKIE suggested that the board have a conversation about who should be on that committee. Some suggestions include that the VPAA would be the chair and some staff would likely be the Director of Services. Other people would include the sexual violence prevention and education coordinator.

WINTER asked for another executive to also sit on that committee and suggested that the President would be the best option.

MACKIE stated that other people on the committee include someone from both the Equity Centre



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and OII, NUSU Director of Communications, and general student positions. There should be a diverse set of voices on this issue.

WINTER noted that the more of the members of the committee, the harder it is to organize meetings. Instead, keep the committee member numbers small and open the invitation to attend meetings large.

MACKIE stated that initially, the committee would consist of the VPAA, Director of Services, Director of Communications, Equity Centre, OII, and include student positions. If they don't get filled, it is no big deal. The goal is to include students who are interested and want to participate and give their feedback. The committee would likely meet mostly in the summer months and a few times throughout the school year. Although the committee may be large, because it would meet so infrequently, organizing meetings with high attendance would not be an issue.

MACKIE is hoping this committee will come together in the next month.

MACKIE brought up how *FOSTER* has previously noted the VPAA is the chair for the most NUSU committees but those committees have potential to be condensed. For example, the Green Initiative committee and Shine Committee could technically fit into the Campaigns committee. A lot of the same people end up being on those committees.

WINTER asked if the green initiatives committee be moved back to VPSL as it was previously chaired by the VP Services in the old organization of NUSU.

MACKIE said that most of it ends up being campaigns aside from the bike share program. The bike share program would end up being a service.

B. Pieces of advice for the new board

MACKIE reminded the board members to fill out the questionnaire sent to the board regarding advice for the incoming 2020-2021 board of directors.

10. Question Period

MUYLAERT asked if the student advocacy flowchart will be advertised on social media on social media or just put on the website.

FOSTER stated that Deb still needs to give the flowcharts a once over and then they will just be put on the website. If anything there will be one large advertisement to check out the academic advocacy page on the website for updates.

WINTER asked for a building update.

SULLIVAN stated that construction has since stopped. Right now, they are waiting to hear back from the city as other local restaurant constructions (e.g. Taco Bell) are allowed to proceed as they are considered essential. They are waiting for more information to be released from the government.



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MACKIE stated that Warren and Dave (Dave Drenth from Facilities) are working hard on it. *BETHUNE* asked if we know if the deadline for the building has been pushed back. *SULLIVAN* stated that the deadline has been pushed back as far as we have been off thus far. Also, it could be pushed back again with the winter weather. *SULLIVAN* stated another possibility is that sub-trades open which would mean that half the construction would be able to get done. *MACKIE* stated work is still being done like meetings with the interior designer and getting quotes for landscaping. Being pushed to winter can greatly affect the exterior finishes like landscaping.

MACKIE stated that the AGM is this Wednesday and asked all the board members to attend and to make an effort to invite other students.

11. Adjournment

MOTION #9: That the Board of Directors meeting dated April 27, 2020 be adjourned.

*Moved by MACCARTHY;
seconded by WINTER.*

Discussion:

There was none.

*No noted abstentions.
No noted opposition.
Motion carried.*

The meeting moved into closed-session at 8:09pm.

8:09pm – Meeting adjourned.

Hannah Mackie, CHAIR

Rebecca Dubeau, SECRETARY



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President's Report to the Board of Directors

Prepared by: Hannah Mackie

Thursday, April 2nd, 2020

In this Report:

- AGM
- Meetings
- Projects
- Ancillary Fees
- Building Project
- Transition
- Committees
- Other
- To come

AGM

Over the last few weeks I have worked on organizing the Semi-Annual General Meeting. All of the materials are finished and on the NUSU website, with notification sent to the membership, and a presentation created. It is important that we have good attendance at this.

Meetings

There have been many meetings over the last month, mainly pertaining to COVID. I have been regularly meeting with Dr. Phillips, and with the Board of Governors. Issues we are currently pushing on information for is student employment and residence rebates. I have also participated in a few calls with CFS caucus groups about how COVID is impacting certain demographics, and how their unions are responding to them. The Academic Senate also has continued meetings.

Projects



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Something our office is currently working on is how do we expand our support to students geographically. There is not much I can share at this exact moment, but stay tuned. Also I made a presentation to the Alumni Advisory Board recently regarding our building and options for inclusion in the project. It was great working with them, and thank you to their board for donating \$3000 to our student food bank.

Ancillary Fees

We have our ancillary fees finalized at the committee level and are waiting approval at the university board level. We are happy with some of the adjustments made. The committee will be meeting again in the summer to discuss if we are still comfortable with the fees being put forward for the fall/winter semester in the context of COVID.

Building Project

There have been a few video meetings regarding the building. While construction is at a halt, we are still moving forward with sourcing furniture for the space which includes office furniture, the main seating system in the lobby, and a variety of pieces for other spaces.

Transition

It has been great, meeting with the incoming executives and getting a sense of our shared ideas for the new year. I am very excited to work with the new team this year.

Committees

Most committees have continued to meet virtually. The search committee for the Dean of EPS has continued and has been a large time commitment. However, I have thoroughly enjoyed participating in this process. The Board of Governors committees also met this month.

Other



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I recently worked with recruitment, Sarah and Rebecca to create content for the virtual/online open house. Huge shout out to Sarah for the awesome graphics she created to introduce students to NUSU.

To Come

I just want to thank the outgoing board members for all of their hard work and dedication this year. I can tell they all really cared about the work they did and took their positions seriously. I'm looking forward to the next year as I continue on as president with the returning executives and board members for another successful year.



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Vice-President Advocacy and Awareness' Report to the Board of Directors

Prepared by: Charlotte Foster

Monday April 27th, 2020

My last month as VP Advocacy and Awareness for 2019- 2020 has been truly memorable. This has been a great experience serving you all in my term at NUSU, and I am grateful for all the opportunities I helped provide to students along with my fellow executives and board members.

I would foremost like to thank all of the directors for their volunteerism, and their continued and active participation throughout the whole year. I am truly amazed by all of our students being so dedicated and resilient to change, which was highlighted greatly this year. I would like to also thank my fellow executive members for being wonderful co-workers and have been a pleasure to work with.

In this Report:

- Campaigns
- Academic Advocacy
- Transition
- Final Projects
- Sarah's Report
- Thank you

Campaigns

In the past month, we have posted Thank you, Lakers posts encouraging students to tag their fellow Lakers in thankful posts. This has been a great and successful way for students to connect with each other while remaining socially distant.

We also reached out to the NUFA (Nipissing University Faculty Association) to put together a list of faculty recommended books/novels to promote reading during this time of self-isolation.

NUFA was great to partner with on this initiative, and has had successful outreach to students.

I had also put together a graphic with budget tips for students. We also posted the fill list of resources on the NUSU website under nusu.com/budget. This was to address the concern of "boredom buying" among students, and how to budget well during a crisis.

I have also put together a NUSU Instagram story for a Wellness graphic for students to showcase their wellness in GIFs and share that with other students. This is to promote students to connect with each other, and to also reflect on their idea of wellness. It is important for students to reflect on their wellness especially after exams and during the COVID-19 time period.



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Real Campus

We successfully hosted 3 online sessions to all Nipissing students. As mentioned in the March report, the topics included: How to be Productive at Home, Managing General Stress, and Managing Loneliness When In Self-Isolation. These events went well, and had great student attendance in all of these sessions. All the sessions were recorded and are available to listen to on Youtube.

Academic Advocacy

There has been an increasing need for academic advocacy support this month due to various concerns. I have also been attending bi-weekly academic subcommittee meetings to continue to voice student concerns. Please, if any directors hear of any advocacy needs, to have them email myself.

Transition This has been a major part of my month in order for Mykyala King to feel comfortable transitioning into this role. Mykayla has successfully met with all of the staff and most of the new executives with plans for this to continue. Mykayla has also been attending the open sessions of academic senate subcommittee meetings to meet and understand how these committees worked. I have also gone over the academic policies, and NUSU policies and by-laws to ensure a deeper understanding of how these work. Furthermore, I have also gone over the trends of academic cases that may arise due to COVID-19 and how to best support students. I have also had discussions with Mykayla surrounding campaigns, and possible ideas for May.

Final Projects

To wrap up my term at NUSU, I have been working on an academic advocacy page on the NUSU website to help aid students in the petition and appeals process. This would include a flowchart, what to include in their petition or appeal, and a FAQ section. This will hopefully make the progress easier for students to understand, while contact information for the VP Advocacy and Awareness to ask more specific questions and support.

I am also working to include resources and supports for students who may not be in a safe home environment during self isolation. This will include supports for different types of abuse and various resources for all types of folks.



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Sarah's Report

Since measures have been taken regarding COVID-19 it has been a time of learning for our organization. We have adapted relatively well as a department, and our biggest goal has been to engage and support our students.

Social Media

I have been experimenting with our social media and seeing what engages our students and what we need to improve upon. We have had great student interaction for the most part and it's been great to see.

Assisting Students

A big part of my job in the last month has been answering questions and concerns from students, as well as assisting them in their search for summer employment. Obviously right now is not the greatest time for that but Yes Employment and North Bay & District Ontario Jobs have really helped students be successful in this field. I have also been using LinkedIn to help assist me in locating jobs in the area the student is now living. Student Learning & Transitions I have been assisting Lindsey Voisin in creating events on the NUSU Facebook page for online seminars SLT is hosting for students. I have really appreciated SLT's hard work on this project and willing to adapt to the current situation. Lindsey and her team have been great to work with and I look forward to seeing all the great things SLT continues to do for the student body.

Canadian Federation of Students

Hannah has been working with the Canadian Federation of Students Ontario to advocate for the financial wellbeing of students to the Federal Government. NUSU signed a letter, along with other student unions, citing the issues that post-secondary students are facing. On April 22nd, Justin Trudeau announced positive changes that will help lessen the fiscal burden of students at this time. I will be working on initiatives surrounding this with Hannah to ensure the student voice is heard and that students are not falling through the cracks.

2020-2021 I am currently working on getting the incoming executive team ready for May 1st and looking at what our organization needs to accomplish in the next year. I have reviewed the platforms of all executive candidates to see the feedback provided of what NUSU needs to improve on in the coming year. This will be a challenging year with us entering the Student



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Centre and navigating the COVID-19 restrictions but I am excited for all the great things NUSU and the student body will do.

Review of 2019-2020

This year our team was able to accomplish a lot even though we were unsure of what would happen due to the changes from the Ford government. I believe the executive team laid a solid foundation for our upcoming year and we will be looking to improve upon it. It has been great working with Charlotte and seeing her grow as a leader and I know that her experience will help her next year in her role as Director-at-Large.

Thank you

I would foremost like to thank all of the directors for their volunteerism, and their continued and active participation throughout the whole year. I am truly amazed by all of our students being so dedicated and resilient to change, which was highlighted greatly this year. I would like to also thank my fellow executive members for being wonderful co-workers and have been a pleasure to work with. I also would like to thank Sarah McGowan, my counterpart, for being amazing to work with and has become a great mentor to me. Finally, I would like to thank all NUSU staff and Nipissing University members for their support and encouragement for providing the best services possible for students.



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VP Finance and Administration Report to the Board of Directors

Prepared By: Tayler Sullivan
Monday, April 27th, 2020

This Report:

- Canada Summer Jobs
- Transition
- Building Update

Canada Summer Jobs

At this time we still have not heard back on our applications for our Canada Summer jobs interns. However, there is talk that once the applications are approved they will extend the program dates until February.

Transition

Over the past month Ward and I have been doing our best to coordinate our schedules to complete his transition. Between online classes, not being able to meet in person, and the fact that his election came later in the term we have had a slow start. However, he is catching on quickly and has had a very optimistic attitude despite everything. Our Transition began by focusing on what NUSU is and what we do, as well as introductions with the staff, and executives. To end our transition we will be focusing on the health plan, committee work, and external offices/ people he will work with regularly.

Building Update

The construction for the building had been put on hold until further notice because of Covid-19. We have had some discussion in regard to what needs to be done for our site to be considered essential. However, because of our building's status with the city of North Bay, trying to convince them that we are essential could cause more issues later on. At this time we



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have been closed for about a month, which will delay our anticipated opening about a month as well. Even if we did reopen our construction there is a chance we could still be delayed for longer if the sub-trades don't reopen as well.



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Vice-President Student Life's Report to the Board of Directors

Prepared By: Shannon MacCarthy
Monday, April 27th, 2020

This Report:

- Clubs and Societies
- Food Bank
- Events
- Warren's Report
- Thank You

Clubs & Societies

There were a number of new clubs and societies that were approved club status this year, including the Nipissing University Math and Computer Science Club, The Nipissing University French Club, and the Nipissing University Education Society. While the Education Society and French Club were inactive, as they were approved in March before the pandemic, NUSU is excited to see their contributions to student life in the 2020-2021 academic year. The Math & Computer Science Club had an incredible year as a new club as they actively engaged and represented their members.

Over the summer, I will be working on an updated Club Policy, and creating a new Society Policy to better recognize the different responsibilities and focuses of clubs and societies.

Food Bank

Our Food bank usage has increased dramatically over last year even before the onset of COVID-19. From January to December of 2019 we had 145 students take 208 bags and as of March 31st 2020 we've had about 130 Students take 220 bags of groceries. If this continues we're on track to see 4 times the usage of last year. Once the campus closed on March 20th, we



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moved the food bank to the Chancellor's House games room temporarily so it could still be accessed by students living on and off campus. The university has been very supportive during this time not only by finding us an alternate space to operate, but by also allowing us to repurpose the Student Initiatives Funding that was going to be used for the Student Appreciation Lunch which was cancelled. We've also had some outstanding support from the community and some Nipissing Alumni, Staff and Faculty, including food and monetary donations. Students have been very thankful that we are still offering this service during this pandemic, and I would like to continue doing so until things return to "normal" since we typically would be open throughout the summer months.

Events

This year the Services department in collaboration with the rest of the NUSU Staff and Executive team were able to run a number of successful events. In first semester, we executed and participated in the following events; Community Fun Fair & Block Party, Adult Fright Night at Leisure Farms, Pumpkin Carving Photo Contest, the North Bay Santa Claus Parade, Holi-Slay Drag Night, and a Jonas Brothers Concert (Ticket Giveaway). For the winter semester, we did the following events; Spirit Week, Sexy Bingo, Movie Night, Sexy Trivia, Paint Night, and Goosechase.

All the events ran this year were great events and were well attended by Nipissing students and community members. All events we would be interested in running again for the 2020-2021 academic year.

Warren's Report

The following is a list of things that Warren, Director of Services, has been working on for the month of April.

- The Ontario Government ordered all businesses not covered by the updated Emergency Order to close effective Saturday April 4, 2020 at 11:59 p.m. this included our student centre construction project.
- Worked on finalizing quotes for Student Centre IT requirements, furniture, and



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- courtyard landscaping
- Introduction meeting with Mykayla & Ward
 - Lakers Orientation Meetings
 - Met with Taylor to discuss Sponsorship and the building retail space
 - Opened the food bank each Wednesday, stocked & organized
 - Coordinated food bank donation pickups and drop offs
 - Working with Rebecca to implement an online gift card system for students

Thank You

This has been an incredible year at NUSU, and I would like to quickly thank the board members, NUSU staff, my executive team, and Nipissing students who made this year so great, and make it very easy to love what I am able to do.



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Audit and Finance Committee Report to the Board of Directors

Prepared By: Tayler Sullivan

Monday, April 27th, 2020

2020-2021 Budget Proposal

The committee met to discuss the 2020-2021 budget to be passed off onto the next executive team. Below are the changes the committee implemented.

- Increased the Campaigns Budget to \$15,000
- Increased Clubs and Group Support to \$12,000
- Increased Government Advocacy to \$3,000
- Increased Marketing to \$9,000
- Increased Special Projects to \$2,000
- Increased Graduate Studies to \$2,000
- Decreased Student Lounge to \$1,500

The addition of a First Year Orientation expense line was made to match the First Year Orientation revenue line. The committee decided to add the new expense line at \$6,000.



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Elections Committee's Report to the Board

Prepared by: Hannah Mackie and Tayler Sullivan

Wednesday, April 29th, 2020

Overview

The committee met only during elections over the year, however, achieved some significant work. I appreciate the time and efforts of every single member.

Board By-Election (September)

In this election, we only had one candidate run, and was probably the most straightforward election, as they were the only one. It was a great test run for the new policy.

Executive Elections (January)

The January election was novel in the fact that we had only three people run, all unopposed. Because of this we made some adjustments to the debate, so it was more of a question period. Unsurprisingly all three candidates won.

Board and VPFA Elections (March)

This election was more complex, as we had two different categories of positions. This was a very busy election with the COVID situation unfolding as the election occurred. Thank you to the staff who carried a lot of weight in this election and helped it run as smoothly as possible.

Thank you for all your hard work this year!



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Governance Committee's Report to the Board

Prepared by: Hannah Mackie

Wednesday, April 29th, 2020

Overview

The committee met infrequently over the year, however, achieved some significant work. I appreciate the time and efforts of every single member.

Elections

The governance committee took on the daunting task of completing a full revision of the elections policy. These changes were great, and from sitting through the meetings, a lot of time and thought was put into the revised policy.

Code of Conduct

The code of conduct has been a long awaited piece of policy, again the governance committee took a lot of time to review and suggest changes to this policy before bringing it to the board.

Hiring Procedure

While this document did not make it to the board as it was an internal procedure, I still brought it to the committee for oversight and their opinion on the document.

Thank you for all your hard work this year!



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Green Initiatives Committee Final Report

Prepared by: Charlotte Foster, Warren Lindsay, Shannon MacCarthy, Kirsten Cartwright, and Zachary Cooper

April 21, 2020

Overview

Members:

- Charlotte Foster (Chair)
- Warren Lindsay (Staff Member)
- Shannon MacCarthy (Exec member)
- Kirsten Cartwright (Director member)
- Zachary Cooper (Director member)

Number of meetings: 2

Events held:

- Tap vs Bottled Water
- Eco quiz
- Bike Share Program

Review of Tap vs Bottled Water Event

All of the Green Initiatives information and planning is in the transition document. These are the recommendations of the committee. This event was easy to run and was successful in terms of student engagement. It is important to raise awareness of clean drinking water in North Bay. It is recommended that this event is run again.

Review of the Eco Quiz

This was an Instagram story quiz that took place in our Green Week, which included the Tap vs Bottled Water event. All of the information and planning is in the transition document. These are the recommendations of the committee. This was highly engaging and students learned a few facts! This is recommended to do again next year, and maybe more often!

Bike Share Program



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This year, we got the bikes painted, and have an agreed-upon MOU and liability form with the university to get the program off the ground. With our building opening soon, this would most likely be a place to rent the bikes from the top of the hill Overall, our recommendation is to continue working on the bike-share program to get this off the ground!

Overall Recommendations

It is highly recommended that you meet with this committee more than we did this year. It is important as there were many ideas (petitions for clean drinking water on Indigenous lands, moving recycling bins to higher traffic areas), but were not carried out. If the committee meets more, then these events and ideas will become successful!



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Campaigns Committee Final Report

Prepared by: Charlotte Foster, Natalie Muylaert, Kirsten Cartwright, and Sarah Pecoskie- Schweir

April 21, 2020

Overview

Members:

- Charlotte Foster (Chair)
- Natalie Muylaert (Director member)
- Kirsten Cartwright (Director member)
- Sarah Pecoskie- Schweir (Director member)

Number of Meetings: 10+

Events Held:

- At least one Campaign per month starting in May

Review of Online Campaigns

All the online campaigns and planning stages are highlighted in the transition report. It is recommended by the committee that the topics, and the general message of the online campaign is mentioned to the committee for their thoughts. This interaction will help ensure these topics are relevant to Nipissing students, and opens the floor for more communication about topics to bring awareness too.

Review of the In-person Campaigns

All the in-person campaigns and planning stages are highlighted in the transition report. It is recommended by the committee that the committee is used and asked for their thoughts during the planning stages. It is important as it helps ensure that the events planned are in the interests of Nipissing students and will have good attendance. The more included the committee is, the smoother and well attended the events are.

Overall Recommendations for Next Committee

The overall recommendation for the next committee members is to be as involved as



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you can. It is important to provide feedback and your own thoughts for events in order for these events to be successful and provide a great service for students. It is recommended that the chair reach out to the committee members and ask what is the best way to get a hold of everyone. A group chat of some sorts is a great way to ask smaller questions that do not require a full meeting. Also, include the committee in the planning stages during the summer. During the summer, the chair plans all the campaigns for the year and it is better to receive feedback early on. It is also recommended that you receive feedback from the committee about how they felt the events went. This is to ensure that future events could be modified to ensure success.



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Shine Committee Final Report

Prepared by: Charlotte Foster, Shannon MacCarthy, Xander Winter, Sarah McGowen,
and Warren Lindsey

April 15, 2020

Overview

Members:

- Charlotte Foster (Chair) - Shannon MacCarthy (Executive member) - Xander Winter (Board of Director member) - Sarah McGowen (Staff member) - Warren Lindsey (Staff member)

Number of Meetings: 3

Events Held:

- Shine Ball - Shine Day - Shine Trivia Night (part of Winter Wellness Week)

Amount Raised:

- Overall: 12,618.05 - Shine Ball: 2, 884.84 - Shine Day: 9, 733.21 - Shine Trivia: \$0

Review of Shine Ball

All of the Shine Day planning information and planning is in the transition document. These are the recommendations of the committee. This year, the event was hosted on July 28th at Steve Omischl Sports Complex, we had 10 teams register, and was from 8 am- 6 pm.

Recommendations:

The registration fee was \$300 for a team before the early bird and \$400 for a team after the early bird deal. Credit card, cash, cheque, and e-transfer were accepted. Make sure the e-transfers work before the tournament day! These prices were good and it is recommended they stay the same.

Advertising should be done more than a month before the tournament date. This year we advertised through a Facebook event, event brite, all of our social media channels, posters, emailed members of the university, and I email teams that had registered in



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the past. A lot of the time, we get the same teams returning to our tournament, it is important to reach out to them! The recommendation of the committee is to start advertising sooner than this year to increase awareness of the event.

To ensure the event runs smoothly, have meetings often before the day of the tournament so volunteers know what they are doing. Also, further communication with the teams is needed so teams know what to do when they arrive.

Furthermore, you will need a weather back up plan. If the day is too hot, or there are thunderstorms, a plan needs to be put in place. For thunderstorms, we recommend following the city's outdoor games rule (it needs to be 45mins since the last sound of thunder). It is important to book the field for two days just in case. For heat, if the temperature is over 40 degrees, the games must stop. Still, if it is a hot day, consider having water handed out for free to players.

Overall, the tournament is usually successful and teams have a lot of fun. The prizes at the end of the tournament are usually donated, which is a great way for businesses to show their support. If you have any concerns or questions, your committee is a great resource as well as the staff, be sure to keep them in the loop during your planning stage.

Review of Shine Day

All of the Shine Day planning information and planning is in the transition document. These are the recommendations of the committee. Shine Day is a great opportunity to raise awareness and fundraise for CF.

This year, we did online fundraising which was quite successful. It is recommended that this aspect continues next year.

This year, we also moved Shine Day later in the day and did not provide breakfast. This is recommended to do again next year as Froshie participation had increased from previous years.

It is also recommended that you work with the Shine committee, the frosh coordinators, and the new summer student position, to make sure the Shine event works well with Frosh week and is logistically possible.

Furthermore, if you need any support or help to connect with CF Canada North Bay, reach out to your Shinerama campaign advisor, as it is their job to make sure your Shine Day runs smoothly.



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It is also recommended that you ask the committee, staff, and executives for their recommendations for next year as well. It is recommended that Frosh leaders also provide their feedback from the stations they were located at. It is also important that you have frequent meetings with these peoples before Shine Day so that everyone knows what is going on.

Finally, make sure you get the contact information from all the bus drivers! Usually, one bus does not show up and you need to have another bus come back!

Review of Shine Trivia Night

This was our second term fundraiser for CF that took place during our Winter Wellness Week. This event was not as successful as nobody showed up to the event. This is probably due to the time of year this was hosted, and students were busy with their academics.

For next year, it is recommended to reach out to the committee in the fall for ideas for a successful event. Also, you can reach out to the Shinerama team to gather ideas from other schools that were successful.

General Recommendations

It is recommended that you involve the committee as much as possible throughout the summer and the school term. The committee is great for recommendations, general student engagement, and is key to successful events. Committee members are also encouraged to attend Shine Day, and other Shine events if possible.



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social committee