

NIPISSING UNIVERSITY STUDENT UNION



**Board of Directors Meeting Minutes – Nipissing University Student Union**  
Thursday, April 2, 2020 – 6 p.m. – Online, 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**



100 College Drive, PO Box 5002  
 North Bay, ON P1B 8L7  
 Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
 Web: www.nusu.com

**Nipissing University Student Union**

**purposes.**

**Board of Directors Meeting Minutes – Nipissing University Student Union**  
 Thursday, April 2, 2020 – 6 p.m. – Online, Nipissing University

**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	Regrets
Director-at-Large:	Kirsten Cartwright	Present
Director-at-Large:	Zachary Cooper	Present
Director-at-Large:	Cherisee DaCosta	Present
Director-at-Large:	Natalie Muylaert	Regrets
Director-at-Large:	Sarah Pecoskie-Schweir	Present
Director-at-Large:	Xander Winter	Present
Student Members Present:	Mykayla King, Ward Loveday, Hannah Brown-Thiesen	
CHAIR / SPEAKER:	Hannah Mackie	Chair
RECORDED BY:	Rebecca Dubeau	Office Administrator

**1. Call to Order**

The Board of Directors meeting is called to order at 6:09PM. *MACKIE* offered a traditional land acknowledgement.

**2. Declaration of Conflict of Interest**

There was none.

**3. Adoption of Agenda**

**MOTION #1:** That the Board of Directors Meeting Agenda for April 2, 2020 be adopted as presented.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

Nipissing University Student Union

*Moved by MACCARTHY;  
seconded by WINTER.*

**Discussion:**

*FOSTER* offered a friendly amendment to correct the dates on the title page and first lines of the agenda from March 6th, 2020 to April 2nd, 2020.

*MACKIE* offered a friendly amendment to add a section to new business to discuss an external chair.

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

**4. Approval of the Minutes from the March 6th, 2020 Meeting.**

**MOTION #2:** That the Board of Directors Meeting Minutes for March 6th, 2020 be adopted as presented.

*Moved by MACCARTHY;  
seconded by COOPER.*

**Discussion:**

There was none.

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

**5. Business Arising from the Minutes**

There was none.

**6. Executive Committee Term Reports**

**a. Report From the President**

**MOTION #3:** That the report from the President dated April 2, 2020 be received.

*Moved by MACKIE;  
seconded by MACCARTHY.*



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

Nipissing University Student Union

**Discussion:**

There was none.

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

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

**MOTION #4:** That the Report from the Vice-President Advocacy and Awareness dated April 2, 2020 be received.

*Moved by FOSTER;  
seconded by MACCARTHY.*

**Discussion:**

*FOSTER* stated that the campaigns committee has been active in voicing concerns of students.

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

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

**MOTION #5:** That the Report from the Vice-President Finance and Administration dated April 2, 2020 be received.

*Moved by SULLIVAN;  
seconded by WINTER.*

**Discussion:**

*WINTER* asked if the building construction will be slowed down amid COVID-19.

*SULLIVAN* said things are still moving smoothly on the building. There are issues right now with an elevator. If there is anything substantial that arises, *SULLIVAN* promised to let the board know.

*WINTER* asked if construction workers are considered essential during this time.

*SULLIVAN* confirmed and clarified that there are not often too many people in the building at a



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

**Nipissing University Student Union**

time.

*COOPER* stated that construction is deemed an essential service.

*No noted abstentions.*

*No noted opposition.*

*Motion carried.*

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

**MOTION #6:** That the Report from the Vice-President Student Life dated April 2, 2020 be received.

*Moved by MACCARTHY;*

*seconded by WINTER.*

**Discussion:**

There was none.

*No noted abstentions.*

*No noted opposition.*

*Motion carried.*

**7. Committee Reports**

Before moving into committee reports, *MACKIE* said that the Directors will not have to complete any of their monthly reports until the end of their term as there is not a lot that can be done right now during this time.

**a. Audit and Finance Committee**

*SULLIVAN* stated that the committee met last week with the prospect of executive raises. Executives have not received a raise in 6 years. 6 years without a wage-increase is odd as usually any job receives a raise much sooner than that. The committee initially spoke of a 5% wage increase but that was not accepted. Instead, the committee talked about a 1% increase to executive wages. A current executive salary is \$23 000, it would add about \$230 before taxes for the entire year. It would add \$260 to the president's wage as they earn more than the vice-presidents.

*FOSTER* asked for the executives to declare a conflict of interest before any further discussion or



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

**Nipissing University Student Union**

voting.

All executives returning executives (MACKIE & MACCARTHY) declared a conflict of interest. SULLIVAN stated that WINTER and COOPER wanted to create measures so that the board will never be behind on it again and that it will be further discussed and voted on at a later date. Having a pay-scale to reference to not be in this situation again. it would have to be implemented at an organizational level later on.

**Motion #7: That the Executive salary increase by 1% for the next fiscal year.**

*Moved by DACOSTA.  
Seconded by WINTER.*

**Discussion:**

There was none

*No noted oppositions.  
MACKIE, FOSTER, SULLIVAN, and MACCARTHY abstained.*

SULLIVAN stated that there will be one more meeting to go over the budget. WINTER asked if the ancillary fee changes will be discussed with the board at the next meeting. MACKIE stated that they need to reach an agreement at the ancillary fee meeting first to have an actual document to be brought to the board that needs to be signed off. There needs to be board approval from NUSU and Nipissing University to be implemented in the fall term. The document will likely come at the next meeting but may be circulated electronically if it needs to happen

b. Elections Committee

MACKIE announced that WARD LOVEDAY is the VPFA-elect; also that the incoming directors are CHARLOTTE FOSTER, SARAH PECOSKIE-SCHWEIR, PATRICK BETHUNE, and HANNAH BROWN-THIESEN.

MACKIE announced that there will be a by-election in the fall for the vacant director positions and have asked the board to advise anyone who may be interested in filling those spots.

c. Governance Committee

MACKIE stated that the governance committee electronically voted for some changes to two of the terms of reference for the Campaigns committee and the Shine Committee. FOSTER stated that the terms of reference have not really been looked to by the board in a few years. The changes have been approved within the committee and are being brought to the board.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

Nipissing University Student Union

**Motion #8: That the board approves the changes to the terms of reference for the campaigns committee.**

*Moved by FOSTER.  
Seconded by PECOSKIE-SCHWEIR.*

**Discussion:**

There was none.

*No noted oppositions.  
No noted abstentions.*

**Motion #9: That the board approves the changes to the terms of reference for the shine committee.**

*Moved by FOSTER.  
Seconded by MACCARTHY.*

**Discussion:**

*WINTER* asked if we think it is wise to confirm a joint collaboration with the two VPs without knowing who will be filling those rolls in the future rather than just giving it to one of them.

*FOSTER* said that it is in the job role of the VPAA to take on all Shinerama campaigns. Even though it is part of the VPSL's Frosh Week, Shinerama will be worked in collaboration as the Shinerama and Frosh Week coincide. The previous language was there before the executive positions changed last year; this is to follow up with that alignment

*WINTER* asked that with that change in alignment, would it be best to say that Shine Day fall only to the VPAA. There could be a possibility that the VPSL wants to cut Shine Day from frosh week.

*MACKIE* stated that it would not be up to the VPSL. That decision would have to be made by the executive committee and would be overruled by the other executive members.

*FOSTER* said that there needs to be language to confirm that it is in collaboration because the VPAA needs to work with the VPSL to make sure the Shine Day works conjointly with the rest of Frosh Week. It needs to be aligned with both roles.

*MACCARTHY* asked what it meant to "take the lead."

*FOSTER* stated that right now, it just says "to work collaboratively" so it does not necessarily mean one person will be taking the lead on it. *FOSTER* did this year due to her previous experiences with CF. If another executive comes in and does not feel comfortable leading that by themselves, they can work with the VPSL.

*MACKIE* stated that the change in language provides more flexibility.

*MACCARTHY* suggested that it is not "suggested" but "mandatory" that the VPAA and VPSL



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

**Nipissing University Student Union**

work collaboratively.

*FOSTER* said that the language could be changed to reflect *MACCARTHY*'s suggestion but that she has never seen language like that in a terms of reference before. If the board would like to approve that suggestion then the language can be changed.

*MACKIE* suggested cutting out the first part of the statement and begin the sentence with "The VPSL..."

**Friendly Amendment:** taking the first part of the sentence out and beginning it instead from "The VPSL..."

No noted oppositions.  
No noted abstentions.

d. Green Initiatives Committee

No formal report. *FOSTER* is doing a final report for the next board meeting that will first be circulated to the committee if they wish to change or add anything before the transition over to *MYKAYLA KING*.

e. Campaigns:

No formal report. Discussing moving towards online campaigns during this time.

g. Shine Committee

No formal report. *FOSTER* is doing a final report for the next board meeting to summarize everything they have done this year and will be circulated to the committee prior to the board meeting if they have anything to add or change.

h. Social Committee

The committee has not met.

*MACKIE* suggested that the committee meets to discuss how to get students engaged during the pandemic.

*MACCARTHY* said that she will organize a meeting for next week.

**9. New Business**





100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

## Nipissing University Student Union

### A. Pieces of advice for the new board

*MACKIE* stated she is working on an orientation for the new board. She is working on a presentation/document that will provide them with information. *MACKIE* stated that she will send out an email to the current board asking them to send in their pieces of advice to the new board.

### B. External Chair

*MACKIE* stated that she reached out in the community but have not heard back as the pandemic has rendered folks busy. CFS did respond and said they could provide a chair if we wish to go down that path.

*LOVEDAY* asked what CFS is.

*MACKIE* said that CFS is like a parent to unions. they have different levels (e.g. federal, provincial) and lobby for different student issues. They provide materials and information to its students' unions. It is similar to a teachers union or a nurses union in that each student union is broken up into locals. Each of the locals make up the larger union. Every student pays fees to them.

*MCCARTHY* asked if there was a cost associated with getting an external chair from CFS.

*MACKIE* stated that she thinks there is no added cost as it is already included in the fees that NUSU pays to CFS but will double check with them. *MACKIE* stated that she herself is leaning towards the CFS option. Another discussion can be had at the next board meeting when there is an update about any potential costs.

*PECOSKIE-SCHWEIR* asked for an email updating the board.

*MCCARTHY* and *WINTER* asked what the rationale is for obtaining an external chair.

*MACKIE* stated that the President will be able to vote and it alleviates pressure from incoming future executives who may not be comfortable chairing a meeting. The external chair will have a thorough understanding of Roberts' Rules.

*WINTER* asked if they would be a tie-breaking vote.

*MACKIE* stated they could not as they were not a member of our union.

*MCCARTHY* asked if *MACKIE* could break a tie

*MACKIE* stated she could hear from her understanding.

*MCCARTHY* asked if they could sit in closed-session.

*MACKIE* stated that she will have to find out what their general practice is. If they were, they would have to sign our confidentiality agreement. If they are unable to, it would have to be someone on our board. The advantages include that this external chair would be unbiased. It would alleviate the ability of the executive committee to take advantage of a board who may be



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

## Nipissing University Student Union

unfamiliar with Roberts Rules or the general process of a board meeting.

*WINTER* there should still be a process for a tie-breaking vote. Most board structures have that and do not think it should fall to the external chair; whether it be the President does not vote initially but then will get to vote in the event of a tie or if something goes wrong.

*MACKIE* wondered if the protocol would go to secret-ballot as a next step.

*WINTER* stated that secret ballot could still result in a tie and the board would need a way to break it.

*MACKIE* stated that sometimes people will vote certain ways depending on the way it looks and can change their vote in a secret ballot.

*MCCARTHY* suggested using the protocol used in the executive committee. If it is 50/50, it does not go through.

*WINTER* stated that on a big-scale, there is a tie-breaking vote in big legislative bodies; it cannot end 50/50. It is something we should be prepared to do.

*COOPER* stated that the President can vote to create a tie and asked what the difference is now.

*WINTER* said that the President voted to create a tie in hopes that it will go to the secret ballot and people will vote differently.

*MACKIE* stated that she is comfortable that if after a secret ballot, the motion does not go through.

*MCCARTHY* asked if *MACKIE* is looking to make a permanent change with the addition of an external chair.

*MACKIE* stated that she would but even though that may not be best practice. The external chair will be able to know the ins and outs of Robert's Rules better than most. It depends on CFS' availability. It is dependent on their funding and structures. Other student unions use CFS. They are bound in their role as a chair to follow Robert's Rules.

*WINTER* asked what we are looking to do right now. Will it be tabled until the next meeting?

*PECOSKIE-SCHWEIR* stated she thinks having an external chair would be good for our board, but would just would like to know more about it before voting on anything

*MACKIE* stated that the motion will be tabled and will update the board whether the service is free or not.

*MCCARTHY* asked why it was going to be tabled again as it was tabled last meeting.

*MACKIE* stated that she still needs to reach out to CFS before a motion can be brought forward.

*MCCARTHY* asked *MACKIE* to ask CFS about closed-sessions and tie-breaking votes.

*MACKIE* said she will receive an update about those.

### 10. Question Period:

*WINTER* stated that NUSU has done a great job keeping students informed and keeping students engaged during the pandemic.

*PECOSKIE-SCHWEIR* said that students from other universities have reached out to her to



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

**Nipissing University Student Union**

express that they were impressed with NUSU's student engagement.

**11. Adjournment**

**MOTION #10:** That the meeting be moved into closed-session.

*Moved by WINTER;  
seconded by MACCARTHY.*

**Discussion:**

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

**The meeting moved into closed-session at 6:57 PM.**

**MOTION #11:** That the meeting be adjourned.

*Moved by NAME;  
seconded by NAME.*

**Discussion:**

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

7:36 p.m. – Meeting adjourned.

---

Hannah Mackie, CHAIR

---

Rebecca Dubeau, SECRETARY



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

Nipissing University Student Union

## President's Report to the Board of Directors

Prepared by: Hannah Mackie

Thursday, April 2nd, 2020

### In this Report:

- COVID 19
- Committees
- Elections
- Other
- To come

---

### COVID-19

COVID 19 has been a huge shock and adjustment for us all. There was a lot to do for NUSU to adjust our operations. I facilitated the close of our office and work from home for our executive and staff. I also created communications for our office, the university management group, and to the general student population, with assistance from Sarah. Sarah and I have also been fielding the communications from the University and attempting to get the most up to date communication from them. I also figured out and facilitated an adjusted food bank operation with Warren, Casey Phillips and Dave Drenth, and the rest of the facilities team. While Charlotte was out of the office, I was also fielding student complaints about the processes and other questions. I have also been in constant communication with CFS and other student unions on what they have been doing and how they are responding to various situations. We have also been attempting to appropriately forward student concerns that we cannot address to the appropriate people at Nipissing. I was also in frequent communication with deans about how courses were going to finish; pro-rating, exams, etc.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

## Nipissing University Student Union

The next piece has been looking at the spring/summer semester and how we can engage students and plan for the new academic year in light of the potential environments that we might be in next semester.

---

### Elections

We now have a full executive team for next year. I would like to congratulate Ward Loveday, as the next VP Finance and Administration. I have to shout out to Warren, Mira and Rebecca for all of their assistance with elections and the debate. We're all looking forward to another successful year. There are still six positions for the Board of Directors, and we will be hosting a by-election in the fall.

---

### Committees

All of the committees I sit on have still been regularly meeting, such as the EPS Dean hiring committee, NSO advisory committee and Board of Governors committees and meetings. I also filled in on a few committees while Tayler and Charlotte were out of the office, such as the Academic Curriculum Committee.

---

### Other

I also tabled for Charlotte's campaign, fielded other student complaints, have been attending special meetings of the Board of governors and helped Warren move all of the food from our food bank down to Chancellors and help him set it up. I have also been working on coordinating our ancillary fees for the next month and continuing work on the MOU with the university. One of the last things I'll mention is that I've been working with Warren and the procurement team to implement some cost savings and finalize furniture.

---

### To Come

The next few weeks are going to be working with the university to start planning for the new year and in light of COVID-19 what different options there are and potential outcomes. We will



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

**Nipissing University Student Union**

also have to start thinking about how we can stay relevant and engage with students. I am working on a strategic planning session for the staff, executives and board.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

Nipissing University Student Union

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

Prepared by: Charlotte Foster

Thursday, April 2nd, 2020

The month of March has been interesting, to say the least. Between running in the elections, and COVID-19, I have been adapting to an online experience for our services to ensure the services are accessible for students. I would like to thank my fellow co-workers for working hard during this transition online and supporting each other. In this report, I will outline the events I have worked on for the month of March.

### **In this Report:**

- Campaigns
- Wellness Week Review
- Online Campaigns
- RealCampus Online Sessions
- Caring Community Awards
- Academic Advocacy
- Transition
- Sarah's Report
- Things to Come

---

### **Campaigns**

In the last report, I outlined the events during Wellness Week, in this report, I will review those events. Moreover, I will outline the switch to online campaigns for the rest of my term. Finally, I will update the board on the switch for our last active campaign.

### **Wellness Week Review**

On the first day, we hosted our Grab and Go event and held a Disney Plus Extravaganza. This was a very well-received event. Almost all students grabbed a muffin and a bunch of students visited the student lounge to watch Disney movies.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

## Nipissing University Student Union

On Tuesday, we ran the Act Like a Kid Day event which was very well received, and most of the items were taken. This was a great transition event held by Mykayla King. An extra thank you for Sarah P-S for helping out at the event.

On Wednesday, we hosted our Donut Stress About It. We gave away about 150 donuts in an hour, and students were lining up for our event! This was one of our more successful events. Thank you to Natalie Muylaert for helping out at the event. In the evening, Shannon MacCarthy ran a very successful paint night.

On Thursday, we ran our Thirsty Thursday event in our student lounge. All the spa water was gone, and students enjoyed the fresh fruit available to them. In the evening, we hosted our Shine Trivia night, however, students did not show up to the event. The items bought will be used in Mykayla's term.

Lastly, on Friday, we posted the Playlist of Our Lives and was well received by students. Overall, our Wellness Week was successful and was a great transition piece for Mykayla to understand the active campaigns and more of the planning stages of these events.

### **Online Campaigns**

Due to the COVID- 19 pandemic, the campaigns committee and I met quickly to determine topics that students may need for support. We decided that students will need support in these 3 areas: work-life balance, online exam supports, and thankfulness/ goodbyes to fellow Lakers. We have made graphics for the work-life balance, and the online exam supports that students have responded well to. For our last topic, we will be asking Lakers to tag fellow Lakers and faculty members who have made their time this year at Nipissing great. The graphics will be posted on Thursdays.

### **RealCampus Sessions**

RealCampus is offering online sessions for all students that are specific to the COVID- 19 pandemic. We have decided on three topics: How to be Productive at Home, General Stress Management, and pending event logistics, Managing Loneliness When In Self-Isolation (Social connection and relationships). These are areas that we have heard worries about from students, and these sessions are a great way for students to access the help they need. We had our first session, How to be Productive at Home, and was successful with great participation from students. The next session is on Thursday, April 2, at 12 pm.





100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

## Nipissing University Student Union

### **Caring Community Awards**

Due to the COVID-19, the Caring Community Awards will be postponed until September, as it will be a nice tie in with the grand opening of the NUSU student centre, and hopefully, the pandemic will be well over by then. It would be Mykayla and I going to the winning places to hand out these awards with this term's budget.

---

### **Student Advocacy**

I have been listening and helping students with their academic concerns and guiding their cases. I have also been attending bi-weekly meetings in academic senate subcommittees on Zoom to ensure the student's voice is heard.

We are also asking students if they have a concern about the class changes to connect us to resolve these issues. I encourage the board that if the students mention any concerns to please send me an email at [vpadvocacy@nusu.com](mailto:vpadvocacy@nusu.com).

---

### **Transition**

The transition with Mykayla is continuing to go well. We have been scheduling weekly virtual meetings to discuss more in-depth the roles that Mykayla will be taking over next term. We are scheduling staff introductory meetings for the month of April, and helping Mykayla transition into the new executive role.

Over the next month, I will be preparing Mykayla her transition binder and keeping up with the weekly meetings.

---

### **Sarah's Report**

#### **COVID-19**

When decisions were being made by the university about COVID-19 I was on vacation. Hannah and I kept in contact while things were moving fast. Hannah and I had numerous conversations and were able to figure out what was best for our office. Thank you to Hannah for dealing with the situation promptly and so well.

Hannah and Warren have also done a great job with the food bank. Once they moved the food bank to Chancellors House we were able to advertise that information to our students.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

## Nipissing University Student Union

Charlotte, Rebecca and I have been working on ideas for us to engage students via social media. As Charlotte has mentioned in this report we have RealCampus sessions that all students can join in.

A COVID-19 page was set up on the NUSU website (<https://nusu.com/covid19/>) with up-to-date information about what is happening. If students have general questions they can contact me, for class-related questions they can contact Hannah or Charlotte, and for food bank questions they can contact Warren. People are able to send financial donations for the food bank to [finance@nusu.com](mailto:finance@nusu.com).

With the high possibility of the campus continuing to be closed we are looking to different ways in which we can engage students as well as keep in contact with each other. The transition will be difficult for the office as we go into a new term; however, we are hoping to stay at home to work will give us the time needed to prepare for the upcoming year and work on projects we have had limited time for.

---

### Things to Come

For the last month of my term, I will be continuing my transition to help set Mykayla up for the new term. I will also be creating new online campaigns to support students' needs during these stressful times. I will also be conducting my final reports for Mykayla, and the board to reflect on. If any board members have any recommendations for the next term, please email me to include them in my reports.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

Nipissing University Student Union

## VP Finance and Administration Report to the Board of Directors

Prepared By: Tayler Sullivan  
Thursday, April 2nd, 2020

### This Report:

- Elections
- Health Plan
- Building Update
- Audit Preparations

---

### Elections

Congratulations to the returning directors, and our new director Hannah. I would also like to say congratulations to Ward Loveday, the new VP Finance and Administration executive.

---

### Health Plan

Real campus recently reached out to us to do an online counselling extension for students who have opted out of the health plan. Students who stay opted in already have this service, along with the counselling in SDS. However, we feel because of the current Covid-19 situation additional counselling options for all students is beneficial. The extension will only be for the real campus online counselling, and will be paid for by NUSU. The cost is \$2.10 per student including tax, totaling \$4500. This extension will last from April 1st 2020, until August 31st 2020.

Otherwise the health plan, and real campus are running at 100% for all services despite Covid-19. I have had multiple calls with them, and they have assured me they are completely staffed and ready.

---

### Building Update

Warren has provided a building update for the board.



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

## Nipissing University Student Union

“So construction is still in full swing and everything is still on schedule. The only thing currently impacted by this pandemic are deliveries on site. We are currently still waiting for the elevator to arrive to begin installation, we haven't been able to reach the supplier or parent company since last week. There have been some sub trades under kenalex that have had some employees stay home due to Covid-19, but overall, all trades are still working on site”

The construction contract allows for some delays in construction, and so far there is nothing substantially setting us back. We cannot at this time predict what will happen and if we will have to stop construction in the future.

---

### **Audit Preparations**

Because there is so much uncertainty about the current covid-19 situation. Mira and I have been working with the auditors to prepare for an early audit. BDO is doing their best to make sure everything is running as usual, but this is a unique situation.

---

### **Things to Come**

- Canada Summer Jobs (application/ program status)



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: www.nusu.com

---

Nipissing University Student Union

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

Prepared By: Shannon MacCarthy

Thursday, April 2nd, 2020

### This Report:

- "Things to Come" from 03/06/2020 Board Report
- Frosh Week 2020
- Clubs & Societies 2019-2020
- Committee Meetings

---

### "Things to Come" from 03/06/2020 Board Report

In my last board report, I had a list of things to come. This list included Relay for Life, Frosh Meetings, Grad Studies Bowling Night, the NUSU AGM, and the Student Appreciation Lunch. Unfortunately with the COVID-19 updates, these events were not able to continue as planned. I would like to mention how incredibly proud the NUSU team is of the Relay for Life club, who were incredibly organized and dedicated to hosting a successful Relay for Life event, and how sorry we are that their event had to be cancelled.

---

### Frosh Week 2020

Currently the Services department is still planning to run Frosh as planned, and are continuing with the schedule as originally planned. We will continue to work towards having Frosh Week run in September as if COVID-19 would not affect it until we are instructed to do otherwise. I am happy to answer any questions regarding Frosh 2020 and the planning process, but as of yet, it is still in the planning stages.

---

### Clubs & Societies 2019-2020

As we are now in the last month of the fiscal year, I am working with clubs and societies



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

## Nipissing University Student Union

to conclude their year and prepare for the next. This includes getting end-of-year reports from each group, updating the executives for the new year, making sure there are no outstanding invoices, etc.

---

### Committee Meetings

This month I have attended a number of committee meetings. I attended the Lakers Orientation Committee meeting where we discussed plans for orientation week from several different departments in the university; NUSU, residence, mature & transfer students, international, etc. Another committee meeting I attended was the Ancillary Fee Committee meeting. We discussed potential changes to both Nipissing University and NUSU's ancillary fees, as well as discussing the plan for essential and non-essential fees.

---

### Warren's Report

- Returned to office March 11th
  - Restocked food bank
  - Attended Mentor Ability Info session at The Grande with Mira March 12th
  - Setup, cancelled, and tore down Relay for Life event - University cancelled all events
  - Met with Insurance provider to review policy usage of employee benefits plan
  - Continued conversations with University procurement to finalize furniture quotes for the Student Centre
  - Reach out to Vendors to cancel Student Appreciation Lunch
  - Set Mira up to work from home
  - Re-located ATM by small cafe while flooring is redone
  - Relocated food bank to CH's residence games room during campus shutdown
  - Attended internal and external building construction meetings
  - Removed sound & lighting equipment from Storage bin for testing by A/V Consultants
  - Began drafting Fire safety plan for Student Centre
-



100 College Drive, PO Box 5002  
North Bay, ON P1B 8L7  
Tel: (705) 474-3450 ext.4801 Fax: (705) 474-7732  
Web: [www.nusu.com](http://www.nusu.com)

---

**Nipissing University Student Union**

### **Things to Come**

- End of Year
- Summer Planning
-