

NIPISSING UNIVERSITY STUDENT UNION



Board of Directors Meeting Minutes – Nipissing University Student Union
Tuesday, May 29th, 2018 – 6:30 p.m. – F303, Nipissing University

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

Board of Directors Meeting Minutes – Nipissing University Student Union
 Tuesday, May 29th, 2018 – 6:30 p.m. – F303, Nipissing University

Call to Order – May 29th, 2018

6:39 p.m. – Chairperson Daniel Goulard, President called the Board of Directors meeting to order.

1. Attendance

President:	Daniel Goulard	Present
VP Governance & Legal Affairs:	Tyrel Somerville	Present
VP Finance:	Andrew Wood	Present
VP Services:	Nicolai MacKenzie	Present
VP Communications:	Xander Winter	Present
Director-at-Large:	Brando Gasparin	Present
Director-at-Large:	Lauren Beatty	Present
Director-at-Large:	J'aime Brunet	Present
Director-at-Large:	Hannah Mackie	Present
Director-at-Large:	Charlotte Foster	Present
Director-at-Large:	Cooper Allen	Present
Director-at-Large:	Daniel Miller	Present
Director-at-Large:	Seàn Menzie	Regrets
Director-at-Large:	Parker Anderson	Regrets

CHAIR / SPEAKER: Daniel Goulard – NUSU President
 RECORDED BY: Tyrel Somerville – Secretary to the Board

Chair has indicated that quorum has been reached.

2. Declaration of Conflict of Interest

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

No conflict of interests were brought to the attention of the Board.

3. Adoption of Agenda

MOTION 1: that the Board of Directors Meeting Agenda for May 29th, 2018 be adopted as presented.

Moved: **Gasparin**

Seconded: **Mackie**

Discussion:

Allen asks why was Moved, Seconded and Discussion included in the agenda. **Goulard** replies stating that it was added to help make taking notes during meeting easier. **Goulard** adds that moving forward they will not be included in the official agenda but there will still be a copy distributed including them to make taking notes easier.

Gasparin asks if there will be a closed session during this meeting. **Goulard** responds and expresses that closed session is an option and that anyone with the floor is able to motion to go into closed session but advises that going into closed session might be best during the other business part of the meeting.

Brunet requests a friendly amendment to remove the executive committee from the committee membership section of the agenda as that committee is already populated in accordance to the bylaws.

The Board agrees to the friendly amendment and the changes were made.

MOTION CARRIED.

4. Adoption of Minutes

MOTION 2: that the Board of Directors Meeting Minutes for April 23rd be adopted as presented.

Moved: **Miller**

Seconded: **Wood**

Discussion:

There was a lengthy discussion involving the majority of the Board members present discussing the best course of action in regards to the out of order discussion regarding Board reports. The discussion progressed and it was stated that regardless of the conversation being out of order they did take place and should still be recorded. The consensus was that the minutes needed to be reviewed and edited before being presented to the public. Edits that were recommended were that the discussion directly related to the Board reports should remain but the out of order discussion debating performance and departmental responsibilities be moved to closed session.

MOTION 3: That the Board of Directors table the approval of the minutes from April 23rd, 2018 until the next meeting of the board.

Moved: **Allen**

Seconded: **Brunet**

MOTION CARRIED.

5. Business Arising from the Minutes

No business was brought forward.

6. Executive Committee Term Reports

a. Report From the President

MOTION 4: That the Board receives the Report from the President dated May 29th, 2018.

Moved: **Mackie**

Seconded: **Brunet**

Discussion:

Goulard expresses his ideas on how to optimize the amendment and editing of reports when it comes to information that is not content related. He further elaborates that he plans to have copies of all reports sent out early in advance to the Board to allow them the opportunity to comment or make corrections. This would allow the final copy of the report presented to Board to be received as is without the need for discussion at the meeting to be about grammar and spelling. **Brunet** agrees that this could work and asks for further clarification as to logistics around the process and **Goulard** clarifies the plan and will have a trial run for the next regular meeting of the Board.

Friendly amendment requested to be made regarding the toilet paper donation in all reports. This should now read that NUSU donated to the TP North Bay campaign.

The friendly amendment was carried without further discussion

MOTION CARRIED.

b. Report from the Vice President Governance and Legal Affairs

MOTION 5: That the Board receives the Report from the Vice-President Governance and Legal Affairs dated May 29th, 2018.

Moved: **Gasparin**

Seconded: **MacKenzie**

Discussion:

Somerville highlights his report indicating that there will be tangible materials presented at the next meeting after the first meeting of the governance committee. **Somerville** opens the discussion up for questions regarding the contents of the report.

Allen asks for further clarification as to why details around the controversial Senate motion regarding the restructuring of the reporting of the APS departments wasn't included in greater detail in the report. **Somerville** responds explaining the situation, the backstory that lead up to the motion and that the amendment that was made at Senate ended up not being controversial and ended up being very well received. **Mackie** agrees with this and adds a few other points of clarification into the situation. **Somerville** then adds that due to certain student leaders involved and the sensitive relationship between these students and faculty he wanted to also be mindful as to not relate any issues back to them.

Miller requests that moving forward it would be nice if there were more details regarding committees and Senate explaining that stuff is in the works even if there is information that cannot be shared openly. **Somerville** agrees and will work on it for the next report.

MOTION CARRIED.

Allen abstained.

c. Report from the Vice President Finance

MOTION 6: That the Board receives the Report from the Vice-President Finance dated May 29th, 2018.

Moved: **Mackie**

Seconded: **Somerville**

Discussion:

Wood starts discussion off by explaining that since he came into this position with very little NUSU experience he has a difficult learning curve starting this position. He is thankful for the shadowing he received during transition and is rapidly gain confidence and a richer understanding of NUSU's finance situation. **Wood** opens the floor for discussion and questions.

Gasparin ask for clarification on CFS fees owing. **Wood** responds explaining the history that lead to being behind with payments. The mistake was due to a miscommunication regarding the letters issued from CFS. This has been sorted out and will be proper moving forward. Students will not be affected by these changes.

Brunet asks how much was over paid to CFS. **Allen** answers that it was flat rate compared to a prorated rate and that part time students typically were the ones who overpaid.

Brunet asks about the engagement and partnership opportunities on the app that was mentioned in **Wood** report. **Winter** answers saying updating partners on the app is easy as long as NUSU is organized and up to date. **Wood** speaks about the discounts that students get but are unaware of, being added to the app in a clearer way.

Brunet asks about the building project and what decisions need to be made and if the board will be involved in the decision. **Wood** states that the building committee will be making the tender choices and that they will keep the Board informed and involved in the process as much as possible.

Allen asks for clarification on NUSU Perks+ on the app and asks for a friendly amendment to clarify that Perks+ is not an app simply part of the NUSUTalks app. The friendly amendment was received.

Brunet asks what is the difference between paid and free promotions on the app and what is the reason someone would pay if others get it for free. A lengthy discussion followed with the majority of the board members involved. The consensus following the discussion was that there needs to be a clear target and guideline moving forward. **Wood** agrees and will continue to move forward as planned and will continue to weigh the pros and cons of all aspects and ultimately make the decision that will best reflect the students best interests.

Allen asks if there are better ways to word the section on CFS. A friendly amendment was made.

Mackie asks for clarification around building maintenance and building development fees. **Wood** responds with details around where that money goes and how it should properly be spent. It was also added as to how the fees affect NUSU's current budget year.

Mackie asks what is CFS. **Goulard** and **Somerville** respond and explain what they are and what they do for us.

MOTION CARRIED.

d. **Report from the Vice-President Services**

MOTION 7: That the Board receives the Report from the Vice-President Services dated May 29th, 2018

Moved: **Gasparin**

Seconded: **Winter**

Discussion:

MacKenzie highlights the report and will make some improvements on his next report to make things more clear.

Gasparin states that he received the email **MacKenzie** sent athletics and NUSAC. He stated the content was straightforward, clear and well received but expressed concerns that the no refund policy for frosh tickets could have had the potential to damage the relationship between NUSU and athletics given that there has been miscommunications in the past, but, **MacKenzie** did a good job with the follow up addressing any questions. **MacKenzie** responds and adds context to the decision around the no refund policy for frosh kits. **MacKenzie** expresses that he will potentially look into a partial pass for frosh but has to weigh the options as doing that might take a spot away from someone who could attend the events

Gasparin asks about major events for the upcoming year. **MacKenzie** explains that he will have any events that will be included in the calendar set by June 4th but nothing has been firmly planned at this point.

Allen left the room

Miller asks about having an athletes package available for frosh because they often can't attend all the events. **MacKenzie** states that he will look into it and will work with coaches moving forward to see where major schedule conflicts might be. **Winter** expresses concerns about offering discounted rates for individuals or groups as it could take a spot from someone who would be able to attend the whole week. He further asks where would the line be drawn for this if it were to move forward. Would it be offered to someone who has to work later in the summer or if someone simply doesn't like some events. The discussion continues and **MacKenzie** adds that the frosh ticket is more than just the kit. If they were to offer discounted rates it would likely negatively affect the budget. There were several mixed opinions between members of the Board and

the conversation continued on. **MacKenzie** closes off the discussion stating he would look into it but ultimately he doesn't feel it is something that is reasonable or possible for this coming frosh week.

Allen returned

Miller left the room

Allen asks about the projected revenue for frosh and what the price and number will be. **MacKenzie** explains the rationale behind increasing the number of tickets.

Miller returned

Brunet expresses that she is a fan of the rebranding of the frosh kits to frosh tickets as it makes things easier for students to understand.

MOTION CARRIED.

e. Report from the Vice-President Communications

MOTION 8: That the Board receives the Report from the Vice-President Communications dated May 29th, 2018.

Moved: **MacKenzie**

Seconded: **Mackie**

Discussion:

Winter highlights his reports and discusses formatting changes that will be reflected on the next report.

Allen asks about the student health plan employee that ACL will be paying for and the hiring procedure. **Winter** responds and says that NUSU will be looking into it and will update the board as they go through the process.

Gasparin asks **Winter** to work closely with athletics. **Winter** responds and says he is meeting with all aspects of student life and will continue to do so throughout the year.

Mackie asks if NUSU will be having a social media presence around North Bay highlighting locations similar to other Nipissing accounts. **Mackie** states that this would

be something good on the app. **Winter** responds that this is something that NUSU is working towards already, and that the Communications Assistant is a North Bay local and is working on a list of North Bay highlights that we can help promote to students on the website, and that he will look into adding this to the app **Goulard** adds to this mirroring these thoughts and highlights the work NUSU has already been doing over the last month.

Allen asks if there was an exit interview with the Communications Assistant. **Winter** responds stating that the situation did not permit this and he hopes to look into further with employees in the future. **Somerville** adds that along with regular staff evaluations he hopes to make this a common practice.

Beatty left the room.

MOTION CARRIED.

MOTION 9: To recess until 9:05 PM

Moved: **Gasparin**

Seconded: **Brunet**

MOTION CARRIED.

Meeting called back to order at 9:05 PM

Beatty returned

7. Question Period

Allen asks the executive committee what their main two focuses are for the year other than the building project.

Wood answers with investment plan and partnership

Somerville answers with NUSU constitution, by-law and policy framework overhaul and Senate and student advocacy.

Goulard answers with student retention, community image, inclusivity and accessibility.

Winter answers with awareness campaigns both big and small and to ensure people know who and what NUSU is.

MacKenzie answers with work with groups on and off campus and running events that appeal to all students.

Goulard closes the question whilst stating that though everyone all has difference goals everyone is working towards representing and serving all students to the best of their abilities.

Gasparin asks about what NUSU is doing for the provincial elections. **Goulard** responds that NUSU is promoting the election and to get everyone to vote but not promoting any parties because NUSU is non-partisan.

Friendly amendment made to the agenda to move out of order.

Friendly amendment received.

Election of Board of Directors Vice-Chair

Goulard nominates **Winter**
Winter accepts

Gasparin nominates **Brunet**
Brunet accepts

Gasparin nominates **Allen**
Allen declines

MOTION 10: To vote via secret ballot to determine the Vice-Chair from the list of candidates.

Moved: **Gasparin**
Seconded: **Beatty**

MOTION CARRIED.

Board votes via secret ballot. **Wood** tallies the votes and indicates that **Brunet** won the majority vote.

MOTION 11: To destroy the ballots.

Moved: **Gasparin**
Seconded: **Winter**

MOTION CARRIED.

Ballots were destroyed by **Wood**.

MOTION 12: That the 2018-2019 Board of Directors appoint Brunet to act as Vice-Chair for the Board of Directors during the 2018-2019 term.

Moved: **Winter**
Seconded: **Gasparin**

MOTION CARRIED.

8. Committee Membership

a. Audit and Finance Committee

Gasparin nominates **Allen**
Allen accepts

Gasparin nominates **Menzie**
Menzie accepts

Gasparin nominates **Miller**
Miller accepts

MOTION 13: That the 2018-2019 Board of Directors appoint **Allen**, **Menzie** and **Miller** to sit on the Audit and Finance Committee during the 2018-2019 term.

Moved: **Brunet**
Seconded: **Mackie**

MOTION CARRIED.

b. Campaign Advisory Committee

Goulard nominates **Brunet**

Brunet accepts

Goulard nominates **Beatty**

Beatty accepts

Goulard nominates **Mackie**

Mackie accepts

Goulard nominates **Gasparin**

Gasparin accepts

MOTION 14: That the 2018-2019 Board of Directors appoint **Brunet, Beatty, Mackie** and **Gasparin** to sit on the Campaign Advisory Committee during the 2018-2019 term.

Moved: **Wood**

Seconded: **Winter**

MOTION CARRIED.

c. Elections Committee

Allen nominates **Anderson**

Anderson accepts

MacKenzie nominates **Foster**

Foster accepts

MacKenzie nominates himself

MacKenzie accepts

MOTION 15: That the 2018-2019 Board of Directors appoint **Anderson, Foster** and **MacKenzie** to sit on the Elections Committee during the 2018-2019 term.

Moved: **Miller**

Seconded: **Mackie**

MOTION CARRIED.

d. Governance Committee

Winter nominates **Wood**

Wood accepts

Goulard nominates **Allen**

Allen declines

Gasparin nominates himself

Gasparin accepts

Somerville nominates **Mackie**

Mackie accepts

MOTION 16: That the 2018-2019 Board of Directors appoint **Mackie, Wood** and **Gasparin** to sit on the Governance Committee during the 2018-2019 term.

Moved: **MacKenzie**

Seconded: **Winter**

MOTION CARRIED.

f. Green Initiatives Committee

Mackie nominates herself

Mackie accepts

Miller nominates **Allen**

Allen declines

Allen nominates **Miller**

Miller declines

Allen nominates **Brunet**

Brunet accepts

Goulard nominates himself

Goulard accepts

Foster nominates himself

Foster accepts

Brunet withdraws the her nomination

MOTION 17: That the 2018-2019 Board of Directors appoint **Mackie, Goulard** and **Foster** to sit on the Green Initiatives Committee during the 2018-2019 term.

Moved: **Gasparin**

Seconded: **Winter**

MOTION CARRIED.

g. Shine Committee

Brunet nominates herself

Brunet accepts

Foster nominates himself

Foster accepts

Open vote was conducted and resulted in four (4) for **Brunet**, four (4) for **Foster** and four (4) abstentions. Vote will be taken again.

MOTION 18: To vote via secret ballot to determine the candidate for the Shine Committee for the duration of the 2018-2019 term.

Moved: **Gasparin**

Seconded: **Beatty**

MOTION CARRIED.

Vote was conducted via secret ballot and tallied by **Wood**. **Wood** indicates that **Foster** won the majority of the votes.

MOTION 19: To destroy the ballots.

Moved: **MacKenzie**

Seconded: **Gasparin**

MOTION CARRIED.

Ballots were destroyed by **Wood**.

MOTION 20: That the 2018-2019 Board of Directors appoint **Foster** to sit on the Shine Committee during the 2018-2019 term.

Moved: **Gasparin**

Seconded: **Winter**

MOTION CARRIED.

h. Social Committee

Mackie nominates **Beatty**

Beatty accepts

Allen nominates **Gasparin**

Gasparin accepts

Gasparin nominated **Allen**

Allen accepts

MOTION 21: That the 2018-2019 Board of Directors appoint **Beatty, Gasparin** and **Allen** to sit on the Social Committee during the 2018-2019 term.

Moved: **Mackie**

Seconded: **Brunet**

MOTION CARRIED.

MOTION 22: To recess until 10:35 PM

Moves: **Gasparin**

Seconded: **Brunet**

MOTION CARRIED.

Meeting called back to order at 10:35 PM

Foster left the meeting

Miller left the meeting

9. Other Business

Gasparin requested to bring forward a motion that would increase the Board quorum from six (6) to eight (8). **Somerville** responds stating that a change like this would be a change to our bylaws. Changes to the bylaws can only be done at the AGM. Discussions continue about what a reasonable quorum number would be moving forward as many feel 6 is too low. **Somerville** suggests upon review that a percentage of members be quorum but no less than 6 people might be a good solution. He then clarifies that the governance committee will look into this further but nothing can be done until the AGM.

Approval of the Budget for the 2018-2019 Year

MOTION: That the 2018-2019 NUSU Board of Directors receive the proposed budget as amended as put forward by the 2018-2019 Executive Committee.

Moved: **Somerville**

Seconded: **Winter**

Discussion:

Wood presents the budget to the Board via powerpoint and answers questions as he goes. There was a lengthy conversation regarding the budget overall but some of the larger discussion points were regarding the clubs budget line and its value, retreat budget line and its importance and the Dj, decoration and safe ride home lines being together.

MOTION 23: to amend the budget to add DJ's, decorations and safe ride home lines into major events line.

Moved: **Somerville**

Seconded: **Gasparin**

Discussion:

A discussion goes on regarding how much management the Board should have over individual lines. It is asked why even break down anything in ways other than departments if we are just going to merge lines anyways. Some members feel that it

should be up to departments to manage their lines. Others feel it should be broken down even further. It is then asked why even have a budget at all, if you can just break everything down by transaction. At this point **Somerville** requests support from **Gasparin** to withdraw the motion.

Motion was withdrawn.

Motion 24: to amend budget to separate the DJ, Decorations and safe ride budget line as follows.
DJ and decorations \$1000 and safe ride home \$1500

Moved: **MacKenzie**

Seconded: **Gasparin**

AMENDMENT CARRIED.

Gasparin abstained

Allen abstained

MOTION CARRIED.

Allen abstained

Wood Abstained

Winter left the room

Winter returned

MOTION 25: That the Board of Directors move into closed session.

Moved: **Gasparin**

Seconded: **Somerville**

MOTION CARRIED.

The meeting entered **CLOSED SESSION.**

The meeting entered **OPEN SESSION.**

10. Adjournment

MOTION 26: to adjourn the May 29th, 2018 Board of Directors meeting.

Moved: **Brunet**

Seconded: **Somerville**

MOTION CARRIED.

Goulard abstained

Allen abstained

Gasparin abstained

1:37 AM – Meeting adjourned.



Daniel Goulard, CHAIR



Tyrel Somerville, SECRETARY