

1. CALL TO ORDER

Call to Order – 9:36 AM

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Board Composition

President.....	<i>Vacant</i>
VP External Relations	Jasdeep Gill
VP Finance	Matthew Chow
VP Student Services.....	Samer Rihani
VP Student Life	Tawanda Masawi
VP University Relations.....	Jackson Freedman
At-Large Representative (<i>Chair</i>)	Mohammed Ali
At-Large Representative	<i>Vacant</i>
Faculty Representative (Applied Sciences)	Kia Mirsalehi
Faculty Representative (Arts & Social Sciences).....	<i>Vacant</i>
Faculty Representative (Business)	Jessica Nguyen
Faculty Representative (Communications, Art, & Technology)	Amrita Mohar
Faculty Representative (Education).....	Cameron Nakatsu
Faculty Representative (Environment)	Russell Dunsford
Faculty Representative (Health Sciences)	Christina Loutsik
Faculty Representative (Science).....	Natasha Birdi

3.2 Society Staff

Administrative Assistant.....	Zoya Nari
Build SFU General Manager	Marc Fontaine
Campaign, Research, and Policy Coordinator.....	Sarah Edmunds
Executive Director	Sylvia Ceacero
Research and Administrative Assistant	Maria Kawahara
MSC-Events	Dipti Chavan

3.3 Guests

The Peak News Editor Assistant.....	Michelle Gomez
Peak	Zach Siddiqui
Student.....	Audrey Radstake

Amrita Mohar arrived at 9:38 AM

4. ADOPTION OF THE AGENDA

4.1 MOTION BOD 2019-03-15:01

Jasdeep/Natasha

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

- Discussion: 7.5 Fall Kick-Off
- New Business: 6.1 Table Treat Tuesdays, 6.2 Surrey Campus Committee 6.6 Undergraduate Award, and 6.7 SFU Board of Governors Meeting

5. MATTERS ARISING FROM THE MINUTES

5.1 MOTION BOD 2019-03-15:02

Amrita/Tawanda

Be it resolved to receive and file the following minutes:

- Board of Directors 2019-03-01.pdf

CARRIED

6. NEW BUSINESS

6.1 Table Treat Tuesdays – MOTION BOD 2019-03-15:03

Kia/Jessica

Be it resolved to spend \$560 from line item 820/20 towards Table Treat Tuesdays.

CARRIED

- To increase engagement at the Surrey Campus Committee with the help of the Surrey Campus Committee volunteers
- Will be hosted near the escalators of the campus starting Tuesday until mid-April

6.2 Surrey Campus Committee – MOTION BOD 2019-03-15:04

Kia/Samer

Be it resolved to appoint Samantha Lal to the Surrey Campus Committee for the Spring 2019 semester.

CARRIED

- This individual has been assisting the Surrey Campus Coordinator for some time now

Kia Mirsalehi left at 9:48 AM

6.3 Budget reallocation – MOTION BOD 2019-03-15:05

Jasdeep/Christina

Be it resolved to reallocate \$1,250 from line item 740/24 "Conferences" to 886/24 "Special Events Outreach."

CARRIED

- Refer to attachment
- Amount to be used for the upcoming event with the Women's Centre

6.4 Ratifying Executive Director Agreement – MOTION BOD 2019-03-15:06

Jessica/Tawanda

*Be it resolved to hire Sylvia Ceacero as Executive Director effective March 11th, 2019;
Be it further resolved to authorize Samer Rihani, Vice President Student Services, and Jackson Freedman, Vice President University Relations, to execute the Executive Employment Agreement on behalf of the Board of Directors.*

CARRIED

- To ratify the agreement that was signed a week ago

Matthew Chow arrived at 9:51 AM

6.5 Signing Officers per By-Law 6 – MOTION BOD 2019-03-15:07

Samer/Jackson

Whereas the position of Executive Director has been filled as of March 11th, 2019;

Be it resolved that as per By-Law 6.11: Powers, Duties and Obligations of the Board of Directors, Sylvia Ceacero, Executive Director, be appointed as a Signing Officer for the period of March 15th, 2019 until May 31st, 2019.

CARRIED

- According to the by-law, this motion is to allow the Executive Director to be the signing officer instead of the previously assigned Board of Directors

6.6 Signing Officers During Transition Period – MOTION BOD 2019-03-15:08

Jackson/Samer

Whereas the position of Executive Director has been filled as of March 11th, 2019;

Whereas there will be a period of transition while the new Executive Director joins the organization and becomes familiar with its procedures and processes;

Whereas it is important for the organization's management to continue to be able to provide financial approvals under delegated authority of the Board of Directors for budgeted and regular payments such as payroll, business taxes, vendor payments, and reimbursements for club and student union activities;

Be it resolved that as per By-Law 6.2, the Board of Directors continue to delegate the financial authority that has been afforded to the position of ED (formerly CEO) to both Marc Fontaine, Build SFU General Manager, and Alejandro Reyes, General Manager, until May 31st, 2019.

CARRIED

- To include the Executive Director in the signing process with management to easily transition into their position

6.7 Change to Scotiabank Signing Authorities – MOTION BOD 2019-03-15:09

Jasdeep/Russell

Whereas the position of Executive Director has been filled as of March 11th, 2019;

Whereas established practice is for a senior member of staff (typically the Executive Director) and a duly appointed Board representative to jointly execute major agreements on behalf of the organization;

Whereas it is important for the organization's Executive Director to be able to provide direction to the organization's financial institution, Scotiabank;

Be it resolved to appoint Sylvia Ceacero, Executive Director, as a full signing authority with Scotiabank until May 31st, 2019;

Be it further resolved to maintain Marc Fontaine, Build SFU General Manager, and Alejandro Reyes, General Manager, as full signing authorities with Scotiabank until May 31st, 2019;

Be it further resolved that this authority include the ability to sign and deliver the Scotiabank Financial Services Agreement, any service requests, and any other banking agreements, and to give instructions, verifications, and approvals;

Be it further resolved to authorize Samer Rihani, Vice President Student Services and Acting President, and Matthew Chow, Vice President Finance, to sign the Banking Resolution certificate in order to effect this change.

CARRIED

- To include the Executive Director in the signing process with management to easily transition into their position

6.8 SFU Board of Governors Meeting – MOTION BOD 2019-03-15:10

Jasdeep/Jackson

Be it resolved to spend up to \$322.35 from line item 820/20 to host a breakfast on March 21st, 2019 to increase the student attendance at the SFU Board of Governors meeting.

CARRIED

- Similar to the previous SFU Board of Governors meeting breakfast
- The SFSS/student groups can use any type of catering when using SFSS spaces (MECS is used for SFU catering)
- A catering contract will be looked into to reduce liabilities
- Note:
 - This will be the last Board of Governors breakfast

6.9 Simon Fraser Student Society Undergraduate Award – MOTION BOD 2019-03-15:11

Jackson/Russell

Be it resolved to approve \$1,000.00 from line item 898/20 “Bursary Contribution” for the purpose of Simon Fraser Student Society Undergraduate Award.

CARRIED

- To maintain ties with SFU

Zach Siddiqui arrived at 10:04 AM

7. DISCUSSION ITEMS

7.1 Welcome Sylvia

- The Simon Fraser Student Society’s new Executive Director
- A post has been made on the SFSS social media platforms

7.2 Strategic Plan Conversation

- Current strategic plan ends at the end of the current Board term in 2019
- Suggestions:
 - To extend the plan for another year while the new Executive Director (ED) gets acquainted with the plan. Extending the plan will be useful as the ED transitions into their position in preparation for the new Board of Directors
 - The upcoming Board of Directors can decide, when the time comes, if they would like to suggest any changes to the extension of the strategic plan
- It is noted that the Strategic Plan hasn’t been reviewed by the Board of Directors for a while, hence, it would be helpful to extend the plan to maintain and develop an understanding of where the Society stands
- A motion regarding this topic will be brought to the next Board meeting

7.3 Laurier Institution Board of Directors

- A briefing note was sent to the Board of Directors earlier this week for review
- The purpose of this institution is to provide research and educational activities for members. They also commit to dialogue regarding the diversity and inclusion issues.

- Suggestion:
 - To have the ED be a Board member of the institution to attend the quarterly 3-hour meetings to augment information that is relayed to the Society
- It is noted that the SFSS Board meetings are a priority before attending of the Laurier Institution meetings
- Board as an entirety are in favor of allowing the ED be a Board member of the Laurier Institution

7.4 Organizational Review

- The ED will be meeting with some consultants to review the scope of the management positions, due to the current turnover
- A budget approval will be brought at the next Board meeting

7.5 Fall Kick-Off

- Suggestion:
 - To start planning the event now then pass it down to the next Board to prevent the same circumstance to occur as 2018
 - Logistics to be planned at the Events Committee
- The convocation mall will still be under construction if and when the fall kick-off is to possibly be hosted
- To book 2 spaces on-campus now to prevent a booking to be cancelled by SFU and to allow the next Board of Directors a choice if they wish to pursue one of the spaces or to look for other options
- SFU is looking for a detailed logistics of the event to prevent the large number of incidents that occurred at the 2017 Fall Kick-Off
- Questions:
 - Is this a Board or SFSS event?
 - It is noted that the Board members who are responsible for the event have a number of responsibilities
 - It is suggested to assign SFSS staff to organize the event for continuity (the critical path; foundational pieces) since Board changes every year but the budget and everything else will be determined and reviewed by the Board

8. ATTACHMENTS

- 03-05-2019 Budget Reallocation Form.pdf
- Budget Reallocation Support Document.pdf

9. ADJOURNMENT

MOTION BOD 2019-03-15:12

Jessica/Christina

Be it resolved to adjourn the meeting at 10:36 AM.

CARRIED

Operating Budget Amendment Form Budget Reallocation

Submission Date: (MM/DD/YY) _____

Budget Amendment Initiator/Dept.: _____

Approving Body: (FASC/BOD) _____

Please fill out only for a budget reallocation. The account number and description can be obtained from the SFSS Finance Office. Please provide a copy of this form to the Minute Taker for inclusion in the minutes.

FROM:

Account Number _____ / _____ & Description _____

Amount: \$ _____

TO:

Account Number _____ / _____ & Description _____

Amount: \$ _____

Budget Reallocation Rationale: (Attach any other supporting documentation)

Budget Reallocation Motion:

BIRT FASC/Board/Executive approve the reallocation of \$_____ from

line item _____ / _____ to
(description) (account #)

line item _____ / _____
(description) (account #)

The Women's Centre is planning to have its yearly event on March 29th, Building Intersectional feminism in our communities. This is one of the biggest events for the centre aside of our annual pancake breakfast.

We are collaborating with the African Students Association on this event, and we still do not know if they are going to get all their grant proposal approved. Also, we want to make sure this event is accessible and we have been hired ASL interpreters for the night, this is a cost that certainly increase the expenses at the event.

The Women's Centre committed to pay the following expenses of the event:

Category	Amount	TOTAL	Comments
Keynote speakers (5)	\$150 per keynote	\$750	Confirmed speakers: Lorelei Williams, Amal Rana, Wafaa Zaquot, Joelle Jeffery and Wazi Dlamini-Kapenda
Ticket Seller for cash bar	\$100	\$100	MECS via The Lazy Gourmet will provide the cash bar services
Elder to open the event	\$150	\$150	
Interpretation	\$270	\$270	ASL Interpreting Inc
Giveaways	\$100	\$100	Books on Intersectional feminism
Pins	\$50	\$50	
TOTAL		\$ 1420	

As you have noticed, The Women's Centre this semester has increase student events as a tool to breach isolation and support students to have deeper connections with their community. Many of our events have been successfully attended and we are almost at the end of the line to run out of our expenses for the events line in our budget.

For this reason we are asking to reallocate part of the Conference funds to the Events budget line. We want to make sure we have sufficient funds to cover our cost of the event happening at the end of March.

Unfortunately, I was not able to participate in conferences this fiscal year and I think we can use this budget to support our event without affecting a valuable area of our budget.