

# Student Association of George Brown College

## Board Meeting Minutes

**Date:** Monday, June 21<sup>nd</sup>, 2021

**Time:** 2:00 PM to 4:30 PM

**Location:** Zoom

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<b>Board of Directors – Voting Members</b>	
<b>Executive Members:</b>	
Director of Communications and Internal	Urvish Patel
Director of Operations	Sagar Sharma
Director of Education & Equity	Sri Krishna Rajan
Director of Student Experience	Bharavi Desai
<b>Educational Centre Representatives:</b>	
Arts, Design and Information Technology Representative	Shehzad Contractor
Business Representative	Pallavi Jatian
Community Services and Early Childhood Representative	Sarah Anderson
Construction and Engineering Representative	Tasneem Khan
Health Science Representative, including school of Nursing	Dhwani Bhalavat
Hospitality and Culinary Arts Representative	Dhwani Panchal
Preparatory and Liberal Studies Representative	<b>Vacant</b>
<b>Non-Voting Member:</b>	
General Manager	Rosalyn Miller
<b>Resources:</b>	
Chair	Hildah Otieno
Equity & Advocacy Manager	Michelle Pettis
Operations Manager	Wafa Ulliyan
George Brown College Representative	Melissa Gallo
Internal Coordinator, Minute Taker	Jessica Pasion
<b>Guests:</b>	
The Dialog Staff	Maud Weaver
Legal Counsel	Ben Millard
Architecture Counsel / Principal, OAA	Oliver Beck
Senior Finance Coordinator	Avez Hasham
Senior Finance Coordinator	Galina Chible
Election Consultant	Charles Wilson

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### 1. Roll Call:

<b>Board of Directors: Voting Members</b>	<b>Present</b>	<b>Absent</b>	<b>Regrets</b>
<b>Executive Members:</b>			
Director of Communications and Internal	✓		
Director of Operations	✓		
Director of Education & Equity	✓		
Director of Student Experience	✓		
<b>Educational Centre Representatives:</b>			
Arts, Design and Information Technology Representative	✓		
Business Representative	✓		
Community Services and Early Childhood Representative	✓		
Construction and Engineering Representative	✓		
Health Science Representative	✓		
Hospitality and Culinary Arts Representative	✓		
Preparatory and Liberal Studies Representative	<b>VACANT</b>		
<b>Non-Voting Member</b>			
General Manager	✓		
<b>GUEST</b>			
Chair	✓		
Equity & Advocacy Manager	✓		
Operations Manager	✓		
George Brown College Representative	✓		
Internal Coordinator, Minute Taker	✓		
The Dialog Staff	✓		
Legal Counsel	✓		
Architecture Counsel / Principal, OAA and Associates	✓		
Senior Finance Coordinator	✓		
Senior Finance Coordinator	✓		
Election Consultant	✓		

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### ***Land Recognition Statement:***

*I would like to take a moment before we continue to recognize that as many of us are settlers on this land, it is our collective responsibility to pay respect and recognize that this land is the traditional territory of the Mississauga's of the Credit First Nation and that we are here because this land was occupied. In recognition that this space occupies colonized First Nation territories, and out of respect for the rights of Indigenous people, it is our collective responsibility to honour, protect and sustain this land.*

### **2. Call to Order:**

**Time:** 2:08PM

### **3. Approval of the Agenda:**

Be it resolved that the Board of Directors accept the agenda as presented with the amendments if any.

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Urvish Patel, Director of Communications and Internal

**Discussion:** *Any amendments to the agenda should be made at this time.*

**Vote:** Carries

### **4. Approval of Minutes**

**Whereas** the meeting minutes from the May 17th, 2021, Board meeting requires approval.

**Be it resolved** that the Board of Directors accept the meeting minutes of May 17th, 2021, Board meeting as presented with the amendments if any.

**Moved by:** Urvish Patel, Director of Communications and Internal

**Seconded by:** Dhvani Bhalavat, Health Science Representative, including school of Nursing.

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**Discussion:** *Any amendments to the meeting minutes should be made at this time.*

**Vote:** Carries

### 5. Limitation of Speakers

**Be it resolved** that all discussions and/or debates be limited to three (3) speakers for and three (3) speakers against each individual motion.

**Moved by:** Bharavi Desai, Director of Student Experience

**Seconded by:** Shehzad Contractor, Arts, Design and Information Technology Representative

**Discussion:** None

**Vote:** Carries

### 6. Speaking Time

**Be it resolved** that the Board of Directors, resource persons and guests respect Robert's Rules of Order and, when invited to speak by the Chair, limit their speaking time to 3 minutes per item.

**Moved by:** Urvish Patel, Director of Communications and Internal

**Seconded by:** Bharavi Desai, Director of Student Experience

**Discussion:** None

**Vote:** Carries

### 7. Declaration of Conflict

At this time members are to come forward to disclose any conflicts of interest they may have, either work related, personal relationships, etc.

- Sarah Anderson, Community Services and Early Childhood Representative: no longer works part time at the Career Centre

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### 8. Waterfront Feasibility Study Report

Report presented (APPENDIX B) by Oliver Beck, Architecture Counsel / Principal, OA

**Motion – Be it resolved** that the presentation is presented in-camera with the resources and guest excluding the Dialog.

**Moved By:** Urvish Patel, Director of Communications and Internal

**Seconded By:** Bharavi Desai, Director of Student Experience

**Discussion:** This presentation is for the board and not to be shared just yet with the student body.

**Vote:** Carries

**Time:** 2:31PM

**Motion – Be it resolved** that the in-camera ends, and the meeting resumes out of camera.

**Moved By:** Urvish Patel, Director of Communications and Internal

**Seconded By:** Pallavi Jatian, Business Representative

**Discussion:** None

**Vote:** Carries

**Time:** 3:10PM

**Motion - Be it resolved** that the Board of Directors accepts the report presented by Oliver Beck, Architecture Counsel / Principal, OA as presented

**Moved By:** Dhvani Bhalavat, Health Science Representative, including school of Nursing.

**Seconded By:** Bharavi Desai, Director of Student Experience

**Discussion:** None

**Vote:** Carries

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### 9. April 2022 Board Meeting Date

**Whereas** the Board agreed on all board meetings will fall every 3rd Monday of every month

**Whereas** April 18, 2022, is religious holiday for some folks.

**Be it resolved** for April 2022 Board Meeting, Board of directors accept the date April 19th, 2022 and time 6:00 PM to 8:00 PM

**Moved By:** Urvish Patel, Director of Communications and Internal

**Seconded By:** Dhvani Panchal, Hospitality and Culinary Arts Representative

**Discussion:** None

**Vote:** Carries

### 10. Operation Committee Report

Presented by the Sagar Sharma of Operation Committee, Director of Operations.

#### a) **Financial Statement**

**Whereas the** Board of Directors is needed to accept the financial statements (APPENDIX C) as presented.

**Be it resolved** that the Board of Directors accept the unaudited financial statements for the period ending May 31, 2021 as presented.

**Moved by:** Sagar Sharma, Director of Operations

**Seconded by:** Dhvani Panchal, Hospitality and Culinary Arts Representative

**Discussion:** None

**Vote:** Carries

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### b) **ESL June 2015 Intake Write-off**

Presented by the Avez Hasham, Senior Finance Coordinator.

**Whereas** GBC Finance is not able to validate our claim for \$621.50 from ESL June 2015 Intake due time lapse of close to six years confirming that a reconciliation was provided at the time as some amounts were deducted based on mutual acknowledgement.

**Whereas** the amount of \$621.50 is on our Health Plan General Ledger as Accounts Receivable

**Be it resolved** the Board of Directors accept the amount of \$621.50 as a non-receivable bad debt and request it be write-off from the Health Plan General Ledger

**Moved by:** Sagar Sharma, Director of Operations

**Seconded by:** Pallavi Jatian, Business Representative

**Discussion:** None

**Vote:** Carries

**Be it resolved** that the Board of Directors accepts the Operations Committee Report as presented

**Moved by:** Sagar Sharma, Director of Operations

**Seconded by:** Urvish Patel, Director of Communications and Internal

**Discussion:** None

**Vote:** Carries

## **11. Executive Committee Report**

Report presented (APPENDIX D) by Bharavi Desai, Director of Student Experience

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### **12. Board Report May 2021**

Report presented by Urvish Patel, Director of Communications & Internal

### **13. Marketing and Communication Committee Report**

Report presented by Bharavi Desai, Director of Student Experience

**Be it resolved** that the Board of Directors accept the Marketing and Communication Committee Report (APPENDIX E) as presented

**Moved by:** Bharavi Desai, Director of Student Experience

**Seconded by:** Pallavi Jatian, Business Representative

**Discussion:** None

**Vote:** Carries

### **14. SDG Goals**

Report presented by Sri Krishna Rajan, Director of Education & Equity

**Whereas** the Board of Directors got SDG training and was required to identify 17 targets on a significant basis to be addressed this term for the right alignment of SA with SDG

**Be it resolved** that the Board of Directors prioritizes Goals (APPENDIX F) 2, 3, 4, 5, 10, 12, and 13, and commit their term to promote sustainability and aligning and supporting SA to these goals, to improve the student experience.

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Urvish Patel, Director of Communications and Internal

**Discussion:**

**Vote:** Carries



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### **15. GBC Health Insurance Communication**

**Whereas** the GBC Health Insurance Communication is an internal discussion among the board members

**Be it resolved** that the Board of Directors go in-camera including Rosalyn Miller, General Manager, Ben Millard, Legal Council and Jessica Pasion, Internal Coordinator

**Moved by:** Sagar Sharma, Director of Operations

**Seconded by:** Dhvani Panchal, Hospitality and Culinary Arts Representative

**Discussion:** None

**Vote:** Carries

**Time:** 3:32PM

\*Motion to come out of Camera\*

Be it resolved that the Board of Directors Come out of camera.

**Moved by:** Sarah Anderson, Community Services and Early Childhood Representative

**Seconded by:** Shehzad Contractor, Arts, Design and Information Technology Representative

**Discussion:** None

**Vote:** Carries

**Time:** 4:05PM

**Motion – Be it resolved that** the Board of Directors accept the drafted letter presented by Ben Millard.

**Moved by:** Sarah Anderson, Community Services and Early Childhood Representative

**Seconded by:** Pallavi Jatian, Business Representative

**Discussion:** None

**Vote:** Carries

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### 16. Executive Members Communication

**Whereas** Director of Communications & Internal and Director of Operations has an internal matter to discuss with the board members

**Whereas** there are policy implications that affects the organization to consider

**Be it resolved** that the Board of Directors go in-camera including Rosalyn Miller General Manager, Charles Wilson Election Consultant and Jessica Pasion Internal Coordinator

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Tasneem Khan, Construction and Engineering Representative

**Discussion:** None

**Vote:** Carries

**Time:** 4:08PM

\*Motion to come out of Camera\*

Be it resolved that the Board of Directors Come out of Camera.

**Moved by:** Bharavi Desai, Director of Student Experience

**Seconded by:** Sri Krishna Rajan, Director of Education & Equity

**Discussion:** None

**Vote:** Carries

**Time:** 4:31PM

\*\* Motion to extend meeting for another 5 minutes.

**Moved by:** Sarah Anderson, Community Services and Early Childhood Representative

**Seconded by:** Tasneem Khan, Construction and Engineering Representative

**Discussion:** None

**Vote:** Carries

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### **a) Director of Communications and Internal – Motion**

**Whereas** the Director of Communications and Internal has submitted a partial leave of absence from fulltime duties to work part-time as of June 21, 2021 due to personal and professional reasons

**Whereas** The Director of Communications and Internal provide senior leadership and is responsible for ensuring an effective operation of the Corporation;

**Whereas** the Director of Communications and Internal is responsible for ensuring an effective operation of the Board of Directors Executive and the Corporation;

**Whereas** the SA has experienced serious issues with the incumbency of the office of the Director of Communications and Internal within the past 12 months

**Whereas** continuity during this period of the Corporation is critical and the position will be include in the upcoming 2021 Fall By-Election to be filled

**Be it resolved** that the Board accept the request for a partial leave of absence from full time duties from the Director of Communication and Internal, Urvish Patel

**Be it further resolved** that the Board approves the addition to the Voters Director Accountability Manual (VDAM), New sections 10 as presented.

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Sarah Anderson, Community Services and Early Childhood Representative

**Discussion:** Any amendments to the agenda should be made at this time.

**Vote:** Carries

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### **b) Director of Operations – Motion**

**Whereas** the Director of Operations has submitted a partial leave of absence from fulltime duties to work part-time as of June 21, 2021 due to personal and professional reasons

**Whereas** The Director of Operations provide senior leadership and is also responsible for ensuring an effective operations of the Corporation;

**Whereas** the Director of Operations is also responsible for ensuring an effective operations of the Board of Directors Executive and the Corporation;

**Whereas** the SA is entering negotiations for capital building expansion with GBC for the Waterfront/ Arbor campus

**Whereas** the Director of Operations vacancy poses significant concern over the accountability and stability with upcoming SAGBC projects and negotiations;

**Whereas** continuity during this period of the Corporation is critical and the position will be include in the upcoming 2021 Fall By-Election to be filled

**Be it resolved** that the Board accept the request for a leave of absence from full time duties from the Director of Operations, Sagar Sharma

**Be it further resolved** that the Board approves the addition to the Voters Director Accountability Manual (VDAM) New sections 9 as presented.

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Pallavi Jatian, Business Representative

**Discussion:** Any amendments to the agenda should be made at this time.

**Vote:** Carries

### **17. Other Business**

- Paid Internship by Sarah Anderson

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### 18. Adjournment

**Whereas** the Board of Director meeting was scheduled till 4:30 PM

**Be it resolved** that the Board of Director meeting is adjourned at 4:38PM

**Moved by:** Sri Krishna Rajan, Director of Education & Equity

**Seconded by:** Urvish Patel, Director of Communications and Internal

**Discussion:** None

**Vote:** Carries