

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, November 15, 2021

Time: 6:00 PM to 8:00 PM

Location: Zoom

Board of Directors – Voting Members	
Executive Members:	
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
Educational Centre Representatives:	
Arts, Design and Information Technology Representative	Shehzad Contractor
Business Representative	Vacant
Community Services and Early Childhood Representative	Vacant
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	Vacant
Non-Voting Member:	
General Manager	Rosalyn Miller
Resources:	
Chair	Hildah Otieno
Equity & Advocacy Manager	Michelle Pettis
Operations Manager	Wafa Ulliyan
George Brown College Representative	Joe Stapleton
Internal Coordinator (Minute Taker)	Jessica Pasion
Guests:	
The Dialog	Khadija Jagani
Sr. Finance Coordinator	Galina Chible
Corporate Lawyer	Ben Millard
George Brown College – Director of Student Engagement	Melissa Gallo

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1. Roll Call:

Board of Directors: Voting Members	Present	Absent	Regrets
Executive Members:			
<i>Director of Communications and Internal</i>	LOA		
<i>Director of Operations</i>	✓		
<i>Director of Education & Equity</i>	✓		
<i>Director of Student Experience</i>	✓		
Educational Centre Representatives:			
<i>Arts, Design, and Information Technology Representative</i>	✓		
<i>Business Representative</i>	Vacant		
<i>Community Services and Early Childhood Representative</i>	Vacant		
<i>Construction and Engineering Representative</i>	✓		
<i>Health Science Representative</i>	✓		
<i>Hospitality and Culinary Arts Representative</i>	✓		
<i>Preparatory and Liberal Studies Representative</i>	Vacant		
Non-Voting Member			
<i>General Manager</i>	✓		
Guests			
<i>Equity & Advocacy Manager</i>	✓		
<i>Operations Manager</i>			✓
<i>Internal Coordinator</i>	✓		
<i>George Brown College Representative</i>	✓		
<i>Director of Student Engagement</i>	✓		
<i>Corporate Lawyer</i>	✓		
<i>Sr. Finance Coordinator</i>	✓		
<i>The Dialog</i>	✓		

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.

Student Association of George Brown College

Board Meeting Minutes

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2. Call to Order:

Time: 6:05 PM

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: Dhvani Bhalavat, Health Science Representative

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

Motion to amend agenda: **Be it further resolved** that the **Item 10: Proposed December BOD meeting revised date** is added in the agenda after Operations Committee Report and before GBC Return to campus date.

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

Seconded by: Bharavi Desai, Director of Student Experience

Discussion: None

Vote: Carries

Vote: Carries

4. Approval of Minutes

Whereas the meeting minutes from the October 18th, 2021, Board meeting requires approval (APPENDIX A)

Be it resolved that the Board of Directors accept the meeting minutes of October 18th, 2021, Board meeting as presented with the amendments if any.

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

Seconded by: Dhvani Panchal, Hospital and Culinary Arts Representative

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.

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, November 15, 2021

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Moved by: Bharavi Desai, Director of Student Experience

Seconded by: Shehzad Contractor, Arts, Design and IT 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: Sri Krishna Rajan, Director of Education & Equity

Seconded by: Tasneem Khan, Construction and Engineering Representative

Discussion: None

Vote: Carries

7. Declaration of Conflict

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

8. Governance Review Update

Presented by Ben Millard, Corporate Lawyer

Be it resolved that the board of directors accept the Terms of References for the Governance Review process as presented

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

Seconded by: Dhvani Panchal, Hospital and Culinary Arts Representative

Discussion: None

Vote: Carries

9. Operations Committee Report

Presented by Sagar Sharma, Director of Operations (APPENDIX B)

A. Financial Statements June 1, 2021 to September 30 2021

Presentation by Avez Hasham, Senior Finance Coordinator (APPENDIX C)

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, November 15, 2021

Time: 6:00 PM to 8:00 PM

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Whereas the Operations Committee is required to review the financial statements on a bi-monthly basis.

Be it resolved that the Operations Committee recommends the BOD accept the unaudited financial statements for the period ending September 30, 2021, as presented.

Moved by: Sagar Sharma, Director of Operations

Seconded by: Shehzad Contractor, Arts, Design and IT Representative

Discussion: None

Vote: Carries

B. Enrollment Update and Budget Presentation

Presentation by Galina, Senior Finance Coordinator and Rosalyn Miller, GM

Whereas the Board approved the 2021-2022 budget on April 19th, 2021 with a recommendation for review by November 2021

Whereas the confirmed enrollment numbers from GBC is consistent with our budget enrollment target

Be it resolved the Operation committee recommends to the Board that the approved 2021-2022 budget remains in force and without any changes

Moved by: Sagar Sharma, Director of Operations

Seconded by: None

Discussion: None

Vote: OMNIBUS

C. SA Fees for the year 2022-2023

Presentation by Sagar Sharma, Director of Operations and Rosalyn Miller, GM (APPENDIX D)

Whereas the college and the SA recognize the right of the SA to set fees from time to time and the master agreement sets out a process for the amendment of fees to the board of Governors committee no later than February of the same year

Whereas SAGBC fees were reduced as a result of the government SCI changes for 2018-19 the SA base fees has not increased since 2018-19 with CPI not added to SAGBC fees for the 2020-2021 and 2021-2022 academic years

Be it resolved that the ancillary fee options for the academic period September 2022 to August 2023 is accepted for presentation to the Board of Directors.

Student Association of George Brown College

Board Meeting Minutes

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Be it further resolved that the Operations committee recommends to the Board a fee to consider for the 2022-2023 period of September 1, 2022, to August 31, 2023.

Be it further resolved that the Operations committee recommends to the Board to opt for Option C

Moved by: Sagar Sharma, Director of Operations

Seconded by: None

Discussion: None

Vote: OMNIBUS

D. Gift cards and Prize Policy

Presentation by Finance team and Managers (APPENDIX E)

Whereas there is an increase in gift cards and prize usage at the student association

Whereas students studying out of country and remote are recipients of the prizes and or gift cards

Whereas the SA does not have a policy that establishes the principles and processes for the purpose and distribution of gift card and prizes

Be it resolved the Gift card and prize policy is recommended for approval to the Board of Directors.

Be it resolved the Gift card and prize policy is recommended for approval to the Board of Directors with the addition of ethical, sustainable and local economy support and addition of gifts prize release form as an appendix.

Moved by: Sagar Sharma, Director of Operations

Seconded by: None

Discussion: None

Vote: OMNIBUS

E. Operations

Presentation by Wafa Ulliyani, Operation Manager (APPENDIX F)

- a. Tenants rent payments for Nov. & Dec- Update and Next Steps
- b. General update on SA Hubs construction timeline

Whereas SA expects full operations in the winter and tenants' food services to be open with full operations rent payments will resume at full rate in January 2022 and onward.

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, November 15, 2021

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Be it resolved that the Operations Committee recommends the board to accept **Option 1** (70% rent payment) rent payment for November – December 2021.

Moved by: Sagar Sharma, Director of Operations

Seconded by: None

Discussion:

Presented by Galina, Senior Finance Coordinator

SA is offering tenants to pay 70% of their rent instead of 100%.

Vote: OMNIBUS

Omnibus Motion

Be it resolved that the Board of Directors adopt all motions from Item no# 9.B to 9.E as presented.

Moved by: Sagar Sharma, Director of Operations

Seconded by: Dhvani Panchal, Hospital and Culinary Arts Representative

Discussion: None

Vote: Carries

Be it resolved that the BOD accepts the Operations Committee Report as presented

Moved by: Sagar Sharma, Director of Operations

Seconded by: Dhvani Panchal, Hospital and Culinary Arts Representative

Discussion: None

Vote: Carries

10. BOD December Meeting Proposed Revised Date

Whereas we will be doing paper ballots and online voting in coming election, timeline for CRO to complete the process is very short considering the board meeting date that is scheduled for December 9th.

Whereas CRO requires a sufficient time to complete the ratification process and will also give enough time to create the December agenda package.

Be it resolved: That the board accept the proposed change in meeting date from Thursday December 9th, 2021, to Monday December 13th at 6:00pm.

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

Seconded by: Shehzad Contractor, Arts, Design, and IT Representative

Student Association of George Brown College

Board Meeting Minutes

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Discussion: None

Vote: Carries

11. GBC Return to Campus Update

Presented by Melissa Gallo

Discussion:

Tasneem – Can students still access campus to meet space

Shehzad – Asked about the Library & Gym access

12. Equity & Care Relief Fund Presentation

Michelle Pettis, Equity & Advocacy Manager

13. Marketing and Communications Committee Report

Presented by Bharavi Desai, Director of Student Experience (APPENDIX G)

14. Executive Committee Report October 2021

Presented by Sri Krishna Rajan, Director of Education & Equity (APPENDIX H)

15. Board Report October 2021

Presented by Sagar Sharma, Director of Operations (APPENDIX I)

16. Other Business

None.

17. Adjournment

Whereas the Board of Director meeting was scheduled till 8:00 PM

Be it resolved that the Board of Director meeting is adjourned at 7:35 PM

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

Seconded by: Dhvani Panchal, Hospital and Culinary Arts Representative

Discussion: None

Vote: Carries
