

Student Association of George Brown College

Board Meeting Minutes

Date: Monday, April 15th, 2024

Time: 6:00PM – 8:00PM

Location: Casa Loma Campus – Games Room

Board of Directors – Voting Members	
Executive Members:	
Director of Communications and Internal	Ayush Dara
Director of Operations	Erubey Lechuga
Director of Education & Equity	Muhammad Usman
Director of Student Experience	Peter Corno
Educational Centre Representatives:	
Arts, Design and Information Technology Representative	Manvi Gumber
Business Representative	Sonakshi Chanana
Community Services and Early Childhood Representative	Barichisu Osman Abugblia
Construction and Engineering Representative	Kaung Zin Hein
Health Science Representative, including school of Nursing	Max Davidson
Hospitality and Culinary Arts Representative	Sahil Arora
Preparatory and Liberal Studies Representative	Manveer Johal
Non-Voting Member:	
General Manager	Rosalyn Miller
Resources:	
Chair	Kayla Weiler
Minute Taker	Jessica Pasion
George Brown College Representative	Melissa Gallo – Regrets
Operations Manager	Wafa Ulliyan – Regrets
Guests:	
The Dialog	Rosa Yazdannejat
Legal Counsel	Ben Millard
Chief Returning Officer	Charles Wilson
Student guest #1	
Student guest #2	

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1. Roll Call:

Board of Directors: Voting Members	Present	Absent	Regrets
Executive Members:			
<i>Director of Communications and Internal</i>	✓ (6:07pm)		
<i>Director of Operations</i>	✓		
<i>Director of Student Experience</i>	✓ (6:04pm)		
<i>Director of Education & Equity</i>	✓		
Educational Centre Representatives:			
<i>Arts, Design and Information Technology Representative</i>	✓		
<i>Business Representative</i>	✓		
<i>Community Services and Early Childhood Representative</i>	✓		
<i>Construction and Engineering Representative</i>	✓		
<i>Health Science Representative, including school of Nursing</i>	✓		
<i>Hospitality and Culinary Arts Representative</i>			✓
<i>Preparatory and Liberal Studies Representative</i>	✓		
Non-Voting Member			
<i>General Manager</i>	✓		

Land Recognition Statement:

Student Association of George Brown College is located on the traditional territory of the Mississauga's of the Credit First Nation and other Indigenous peoples who have lived here over Time. We are fortunate to have the opportunity to learn, work, grow, and live in the community sharing the responsibility to honor and protect this land as treaty people and to live peacefully with each other.

2. Call to Order:

Time: 6:03PM

3. Approval of the Agenda

Be it resolved that the Board of Directors accept the agenda as presented.

Moved by: Muhammad Usman, Director of Education & Equity

Seconded by: Max Davidson, Health Science Representative, including school of Nursing

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

Vote: Carries

4. 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: Muhammad Usman, Director of Education & Equity

Seconded by: Peter Corno, Director of Student Experience

Discussion: None

Vote: Carries

5. 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: Kaung Zin Hein, Construction and Engineering Representative

Seconded by: Sonakshi Chanana, Business Representative

Discussion: None

Vote: Carries

6. Approval of Minutes (Appendix A)

Whereas the meeting minutes from the March 18, 2024 Board meeting requires approval.

Be it resolved that the Board of Directors accept the meeting minutes of March 18, 2024 Board meeting as presented with the amendments if any.

Moved by: Peter Corno, Director of Student Experience

Seconded by: Kaung Zin Hein, Construction and Engineering Representative

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

- None

Vote: Carries

7. Declaration of Conflict

At this time members are to come forward to disclose any conflicts of interest they may

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have, either work related, personal relationships, etc.

8. Internal Policy and Procedures Committee

i. Internal Policy and Procedures Committee - April Report (Appendix B)

Presented by: Ayush Dara, Director of Communications and Internal

Be it resolved that the Board of Directors accepts the April 2024 report as presented.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Max Davidson, Health Science Representative, including school of Nursing

Discussion:

- Director of Communications and Internal informs of 2 agenda items that were discussed at the meeting
- Briefly touched on the Accessibility Policy and the informed of the support legal counsel provided
- Informed folks of the HR Manual and informed of the manual not ready to be presented to the Board of Directors
- Health Science Representative, including school of Nursing, speaks against the motion and is not in favor of approving the report due to lack of information and inaccuracy.
 - Quorum was lost after discussion.
 - The meeting was over 2hrs long and information was not include
 - The meeting was not short, had a couple lengthy discussions of 45min straight.
 - For documentation purposes, the Health Science Representative states the committee was advised to have an accessibility policy and that the Director of Communications and Internal recommended another meeting to discuss the HR manual however Legal Counsel urges it leaves the association to legal liabilities and the updates are overdue
 - Health Science Representative indicates that the Director of Communications and Internal recommends the HR Manual is discussed at the June board meeting, stating the new board can discuss on this matter and make decisions however the General Manager emphasized the board will have many new members and will need to be orientated
 - Health Science Representative urges the board members to send back the report to the committee for proper writing and vote in favour
- The Director of Communications and Internal explains that he understood the meeting to be in camera and was not able to provide information that was confidential and therefore didn't mention it in the report

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- The General Manager confirms that the HR manual is not new and it governs the staff that are non-union for almost 20 years. It is required to be revised and updated to be in compliance with the employment standards act and did not go in camera as it is a policy document and had general legislation. It is important to understand and have documentation for continuous work and to understand the information to avoid inconsistencies, achieve alignment and understand process
- The General Manager also would like to acknowledge the work folks on the committee has been in from May 1
- Construction and Engineering Representative inquires about having an emergency board meeting to approve the HR manual and the Chair clarifies that the motion at hand is regarding to approving the report
- Legal Counsel explains that an emergency meeting can be scheduled anytime, however the problem is that the manual is still in the committee and hasn't brought in a recommendation to the board – there is a process. It is questionable due to the timeline at this time.
- The Health Science Representative reiterates that the meeting was open and not in camera and believes there is a lot of information and legal advice that should be included in the report and encourages the board of directors to send it back to the committee for the information to be included

Vote: Carries

ii. Accessibility Policy (Appendix C)

Presented by guest Ben Millard

Whereas the Internal Policy and Procedure committee reviewed the Accessibility Policy

Be it resolved that the Accessibility Policy be approved as presented

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Erubey Lechuga, Director of Operations

Discussion:

- Legal Counsel reviews the presented Accessibility Policy and explains the policy, the process listed within the document, and template.
- Director of Operations thanks Legal Counsel for taking the time to complete the policy and thanks other members for the accessibility policy

Vote: Carries

9. HR Update (In-camera)

Be resolved that the board members, Chair, Ben Millard, and General Manager move to

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an in-camera session at **6:26** pm.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Max Davidson, Health Science Representative, including school of Nursing

Discussion: None

Vote: Carries

Be resolved that the board members, Chair, Ben Millard, and General Manager move out of camera session at **6:32** pm.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Sonakshi Chanana, Business Representative

Discussion: None

Vote: Carries

10. **2024 CRO Report & Spring Election Ratification**

Presented by Charles Wilson, Chief Returning Officer

i. **2024 CRO Report (Appendix D)**

Be it resolved that the report of the Chief Returning Officer be received.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Sonakshi Chanana, Business Representative

Discussion:

- The Chief Returning Officer goes over the report to the board of directors and highlights areas of the report and its findings.

Vote: Carries

ii. **Ratification of the 2024 Spring Election Results**

Whereas an election was held in accordance with the by-laws from March 21 to March 28, 2024;

Whereas the Chief Returning Officer has certified the results in accordance with By-law 11, section 12(i) and the other requirements of By-law 11, section 18(b) has been met;

Be It resolved that:

- (a) Muhammad Usman be ratified as Director of Education and Equity for a term

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commencing May 1, 2024;

(b) Peter Corno be ratified as Director of Student Experience for a term commencing May 1, 2024;

(c) Rishabh Dhawan be ratified as Arts, Design and Information Technology Educational Centre Representative for a term commencing May 1, 2024;

(d) Mahi Batra be ratified as Business Educational Centre for a term commencing May 1, 2024;

(e) Barichisu Osman Abugbila be ratified as Community Services and Early Childhood Educational Centre Representative for a term commencing May 1, 2024;

(f) Ibrahim Hatia be ratified as Construction and Engineering Technologies Educational Centre Representative for a term commencing May 1, 2024;

(g) Rishita Gupta be ratified as Health Sciences Educational Centre Representative for a term commencing May 1, 2024;

(h) Simran Kaur be ratified as Hospitality and Culinary Arts Educational Centre Representative for a term commencing May 1, 2024; and

(i) Kulvir Singh be ratified as Preparatory and Liberal Studies Educational Centre Representative for a term commencing May 1, 2024.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Sonakshi Chanana, Business Representative

Discussion: None

Vote: Carries

11. Ad Hoc Transit Committee Final Report (Appendix E)

Presented by Max Davidson, Health Sciences Representative

Be resolved that the Board of Directors accepts the **Ad Hoc Transit Committee Final Report** as presented.

Moved by: Max Davidson, Health Sciences Representative

Seconded by: Barichisu Osman Abugbilia, Community Services and Early Childhood Representative

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Discussion:

- The Health Science Representative, takes the opportunity to thank those who have contributed to the project; committee members, the board for pushing the motions.
- Presentation was an overview – Winter distribution, survey results, upcoming distribution and recommendations brought forth from the committee (short term and long term)
- General Manager appreciates the detailed report and sees it as a legacy document. Inquiries what is next for the committee as it is a adhoc committee – what is the recommendation
- The Director of Education & Enquiry inquires if the board can provide an extension to the committee for another semester or term
 - The Chair provides options motion reintroduced in the new board term as another adhoc committee as it is not a standing committee
 - The Health Science Representative informs that the meeting was already extended and is in support of another motion to introduce the adhoc committee
 - The General Manager explains the intent of the adhoc committee and that a new motion would need to be introduced and explain the intent of the committee.

Vote: Carries

12. Board Accountability March Report (Appendix F)

Presented by Erubey Lechuga, Director of Operations

Be resolved that the Board of Directors accepts the Board Accountability March 2024 report as presented.

Moved by: Erubey Lechuga, Director of Operations

Seconded by: Muhammad Usman, Director of Education & Equity

Discussion:

- The Director of Operations walks through the report as provided to the Board of Directors, any questions to not hesitate to ask
- Community Services and Early Childhood Representative comments on her experience with class talks and the importance of communication regarding late report submissions; also advises folks to partner up on class talks
- The Health Science Representative inquires about workplans and the process for the representatives and inquiries whether the Executive members are also required to complete reports.
- General Manager comments on shared responsibilities of class talks amongst the executives and also for internal staff

Vote: Carries

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* Chair provides a 5min recess from 7:15PM-7:28PM

13. Operations Committee

a) Operations Committee Report – April (Appendix G)

Presented by Erubey Lechuga, Director of Operations

Be it resolved that the Operations Committee Report be approved as presented.

Moved by: Erubey Lechuga, Director of Operations

Seconded by: Manvi Gumber, Arts, Design and Information Technology Representative

Discussion:

- The Director of Operations walks through the report as provided to the Board of Directors, any questions from the board were encouraged to not hesitate to ask

Vote: Carries

b) YTD Financial Statement (Appendix H)

Presented by Erubey Lechuga, Director of Operations

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

Whereas the committee has reviewed the financial statements

Be it resolved that the BOD accepts the unaudited financial statements for the period ending **February 29, 2024** as presented.

Moved by: Erubey Lechuga, Director of Operations

Seconded by: Sonakshi Chanana, Business Representative

Discussion:

- General Manager comments regarding the budget report and presentation
 - Presto pass was from other revenues and not from students fees
 - Cash flow and timing will show not spent and for folks to note there is timing associated
 - Equity Fund, timing needs to be reminded to folks as there is intention and timing of use
 - Health Plan fund, student plan does not end at the end of the fiscal year but at the end of August, therefore folks need to recognize this.
 - Reconciliation regarding the college at the end of may vs. what they

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give us depends on enrollment and can vary.

- The Health Science Representative inquires about the comment regarding a new franchise for April 1 – answer provided by the Director of Operations that it is still ongoing and another meeting will occur to look into this situation

Vote: Carries

* Motion to extend meeting until 9:00PM

Moved by: Max Davidson, Health Science Representative, including school of Nursing

Seconded by: Kaung Zin Hein, Construction and Engineering Representative

Discussion: None

Vote: Carries

c) Student Association 2024-2025 Budget (Appendix I)

Presented by Erubey Lechuga, Director of Operations

Be it resolved that the BOD accepts the 2024-2025 Student Association budget as presented.

Moved by: Erubey Lechuga, Director of Operations

Seconded by: Sonakshi Chanana, Business Representative

Discussion:

- The Director of Operations walks through the budget report as provided to the Board of Directors

Vote: Carries

14. Executive Committee March Report (Appendix J)

Presented by Ayush Dara, Director of Communications and Internal

Be resolved that the Board of Directors accepts the March Executive Committee report as presented.

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Peter Corno, Director of Student Experience

Discussion:

- The Director of Communications and Internal walks through the report as provided to the Board of Directors

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Vote: Carries

15. May BOD Meeting Proposal

Whereas the Board of Directors monthly meeting occurs the 3rd Monday of the month

Whereas the Board of Directors monthly meetings occurs during the hours of 2pm-4pm during the Spring/Summer

Whereas the Monday May 20th is a statutory holiday (Victoria Day)

Be it resolved that the first 2024-2025 Board of Directors monthly meeting be on Tuesday May 21, 2024 from 2pm-4pm

Moved by: Ayush Dara, Director of Communications and Internal

Seconded by: Sonakshi Chanana, Business Representative

Discussion: None

Vote: Carries

16. Other Business

- GBC SNAP Letter of Intent, Rosalyn Miller, General Manager & Ayush Dara, Director of Communications and Internal
- Limberlost Update, Ayush Dara, Director of Communications and Internal & Erubey Lechuga, Director of Operations
- 30th Anniversary Updates & Reminders – RSVP, Wafa Ulliyan, Operations Manager
- Thank you acknowledgement by Barichisu Osman Abugblia, Community Services and Early Childhood Representative
- Thank you acknowledgement by Max Davidson, Health Science Representative, including school of Nursing

17. Adjournment

Whereas the Board Meeting was scheduled till 8:00 PM

Be it resolved that the Board Meeting is adjourned at **8:34 PM** _____

Moved by: Peter Corno, Director of Student Experience

Seconded by: Sonakshi Chanana, Business Representative

Discussion: None

Vote: Carries