



**Humber Students' Federation
Board of Directors 2014-2015
Second Meeting
September 10, 2014
Lakeshore Campus**

Members Present

Ayesha Azhar
Maria Artiga
Erik DiVito
Joanne Dumo
Rafael Gouveia
James Pashutinski
Eric Collings
Kayla McTaggart

Guests

Frank Rizzi (*Finance & Operations Officer*)
Sieu Moi Ly (*Services Director*)
Ahmed Tahir (*VP Student Life North*)
Dylan Rudder (*VP Student Life Lakeshore*)
Chantilly Post (*Radio Humber*)
Kathleen Jolly (*Radio Humber*)
Lynne Bentley (*Director Libraries*)
Thomas Walton (*Student*)

Excused

Recording Secretary – Vanessa Silaphet
Chairperson – Eric Collings

1. CALL TO ORDER at 6:00pm.

E. Collings called the meeting to order at 6:00pm. A quorum of Directors was present.

2. APPROVAL OF THE AGENDA

Motion to approve the agenda as presented.

Moved by: J. Dumo

Seconded by: M. Artiga

CARRIED: YES

“Be it resolved that the Agenda for the Second meeting of the HSF Board of Directors 2014-2015 is approved as presented.”

3. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.



4. APPROVAL OF MINUTES OF THE TENTH MEETING OF 2013-2014

Motion to approve the minutes from the Tenth Meeting of the HSF Board of Directors 2013-2014 on April 9th, 2014 as presented.

Moved by: A. Azhar

Seconded by: E. DiVito

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the minutes of the Tenth Meeting of the 2013-2014 Board of Directors.”

5. APPROVAL OF MINUTES OF THE FIRST MEETING OF 2014-2015

J. Pashutinski amended the First Meeting Minutes to acknowledge his interest for membership on the Compensation Committee. This will be reflected in the minutes.

Motion to approve the minutes from the First Meeting of the HSF Board of Directors 2014-2015 on May 8th, 2014 as amended.

Moved by: R. Gouveia

Seconded by: A. Azhar

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the minutes of the First Meeting of the 2014-2015 Board of Directors.”

6. FEE PROTOCOL OVERVIEW: LIBRARY SERVICES (L. BENTLEY)

K. McTaggart entered at 6:06pm.

L. Bentley, Director Libraries, reviewed last year’s Library fees and last year’s accomplishments. She provided a budget breakdown of expenses for last academic year, anticipated expenses for this academic year and stated there is more funding available this year. Extra funding will go toward their PDA project, AODA requirements and an e-book initiative. Any library fees collected will be put towards student bursaries and she requested the Board’s input of which bursaries these funds should go towards.

E. Perrone advised L. Bentley and the Board that HSF allocated \$200,000 this year towards the HSF Financial Need Bursary and \$75,000 to Guelph-Humber scholarships.

Last year the Board made mention that the threshold of fee collection is relatively low. Library Services has increased this threshold from \$10 to \$25 so students will be paying less. She reviewed plans for the new location of the library in the LRC building. Some of these services include: circulating laptops, library self-checkout, and two practice presentation rooms.



7. CHIEF EXECUTIVE OFFICE MONITORING REPORT: STRATEGY, OPERATIONS, MEMBERSHIP (E. PERRONE)

A Chief Executive Monitoring Report was provided to the Board regarding HSF's strategic plan, operations and membership. Highlights of this report include:

- In depth review of partnership with Humber College in regards to services, space, representation, etc.
- By-elections progress
- Internal hiring of two positions and office renovations to increase collaboration
- Three proposed ideas: student housing, hiring of Executives, subsidized internships

E. Perrone asked the Board for their feedback on the three proposed topics. HSF held a part-time staff training and utilized that as a focus group. Responses from the part-time staff were positive but not unanimous on the three topics.

The Board held a discussion regarding the student housing topic and agreed they would like E. Perrone to continue researching these three topics.

Action Item: E. Perrone to continue research on the student housing idea and provide a report due by the December 3rd Board meeting.

Action Item: E. Perrone to continue research on the hiring of Executives and provide a report due by the March 18th Board meeting.

8. APPROVAL OF FINANCIAL AUDIT 2013-2014 (F. RIZZI)

E. Perrone and F. Rizzi presented to the Board key information pertaining to the 2013-2014 financial audit, as performed annually by HSF auditors, BDO Dunwoody. This financial audit reflected the healthy financial situation HSF is in and can now make large decisions to better student lives. HSF finished the year with a surplus, however less than the previous year. This is an indication that HSF's finances have been effectively managed throughout the past year. Revenue has been reduced due to decreased user fees for students.

Motion to approve the HSF audited financial statements 2013-2014 provided by BDO Dunwoody.

Moved by: K. McTaggart

Seconded by: M. Artiga

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the HSF audited financial statements 2013-2014.”

9. APPROVAL OF CONSTITUTIONAL AMENDMENTS (E. PERRONE)

The Governance Review Committee (GRC) and full-time staff reviewed the Constitution this past summer and incorporated some changes to reflect adherence to the Non-for Profit Corporations Act in



consultation with HSF's lawyer. Some sections of the Constitution were removed and made into policies.

Motion to approve the Constitutional amendments.

Moved by: M. Artiga

Seconded by: J. Dumo

CARRIED: YES

"Be it resolved that the HSF Board of Directors approves the Constitutional amendments."

10. APPROVAL OF SPECIAL MEETING OF THE MEMBERS (CHAIRPERSON)

Chairperson advised the Board that a Special Meeting of the Members will be held on Wednesday, October 15th, 2014 at 11am in the North Campus Student Centre. This meeting is required to ratify the newly elected members: President and Director North. This meeting will also allow the Membership to approve the newly amended Constitution and financial audit.

All Directors are encouraged to attend and may be required to answer any student inquiries. HSF understands that Directors are students first and should their school schedule prohibit them from attending, this is understandable. Directors were also asked to encourage their classmates and friends to attend the Special Meeting as well.

Motion to approve the Special Meeting of the Members to occur October 15th, 2014.

Moved by: R. Gouveia

Seconded by: J. Pashutinski

CARRIED: YES

"Be it resolved that the HSF Board of Directors approves the Special Meeting of the Members to occur October 15th, 2014."

11. APPROVAL OF POLICIES: CLUBS, ELECTIONS AND APPEALS, BOARD COMMITTEES (E. PERRONE)

The Board was presented with the newly amended policies: Clubs, Elections and Appeals and Board Committees. E. Perrone commended the GRC for their hard efforts and dedication with these policies. Highlights of the amendments made are listed:

Clubs:

- A more clean process for student clubs to be initiated and ratified
- Increase of funding allocated to clubs
- Probationary period for clubs



Elections and Appeals:

- Due to time constraints, the GRC and E. Perrone were unable to meet to discuss their suggestions in full. Majority of the GRC suggestions were accepted and reflected in the policy
- Presented to the Board for approval is a compromised policy of majority of these suggestions
- Amendment: Nomination Period section, second paragraph, to read: “at the discretion of the elections administration team”

Board Committees:

- Amendments were reflected on the Compensation Committee

Motion to approve the Clubs, Election and Appeals and Board Committees policies as amended.

Moved by: A. Azhar

Seconded by: K. McTaggart

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the Clubs, Elections and Appeals and Board Committees policies.”

12. ADJOURNMENT

Motion to adjourn the Second Meeting of the HSF Board of Directors 2014-2015.

Moved by: R. Gouveia

Seconded by: J. Dumo

CARRIED: YES

“Be it resolved that the Second Meeting of the HSF Board of Directors 2014-2015 is adjourned.”

The meeting adjourned at 7:40pm.

Eric Collings

Chairperson

Vanessa Silaphet

Recording Secretary