



**Humber Students' Federation
Board of Directors 2015-2016
Fourth Meeting
October 28, 2015
North Campus**

Members Present	Staff	Guests	Excused
Cristina Bianchi	Ercole Perrone	Joanne Dumo (<i>Student</i>)	Joseph Gibson
Andriana Crawford	Ahmed Tahir	Dondre Stewart (<i>Humber EtCetera</i>)	Marium Qadir
Roxanne Smith	Frank Rizzi		
Flora Fan	Anna Bilan		
James Pashutinski (<i>Chair</i>)	Ammar Abdul Raheem		
Emma Kelly	Mikki Decker		
Brittani Cowell- Gardner			
Arnold Nyatwa	Vanessa Silaphet		

1. CALL TO ORDER at 6:00pm.

J. Pashutinski 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: B. Cowell-Gardner

Seconded by: E. Kelly

CARRIED: YES

"Be it resolved that the Agenda for the Fourth meeting of the HSF Board of Directors 2015-2016 is approved as presented."

3. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.



4. APPROVAL OF MINUTES OF THE THIRD MEETING OF 2015-2016

Motion to approve the minutes from the Third Meeting of the HSF Board of Directors 2015-2016 on October 7th, 2015 as presented.

Moved by: C. Bianchi

Seconded by: F. Fan

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the minutes of the Third Meeting of the 2015-2016 Board of Directors.”

5. FEE PROTOCOL PRESENTATION: BUILDING FEE

S. Puri presented the Building Fee for Fee Protocol Presentation. Highlights of his presentation are as follows:

- Purpose: support construction of any new or improvement of existing infrastructure of any non-academic space (non-academic and Athletic fall within Building Fee)
- MTCU provides capital funds for academic and/or administrative spaces (athletic and non-academic spaces are not funded)
- Athletic and non-academic space is funded by student levy, revenues by HSF and/or College, gifts/donations from partners
- Athletic:
 - North 2009 – 2nd floor addition
 - Lakeshore 2015 – new facility
 - Value of support - \$11.65M
- Non-academic:
 - 2009: HSF Office/space (North Student Centre)
 - 2010: HSF office/space (Lakeshore – Cottage K)
 - 2015: LRC (North)
 - Value of support - \$10.933M
 - Library/Learning Commons portion
 - Does not include HSF Amphitheatre project, supported by HSF outright in 2015
- As of March 31, 2015:
 - Athletic:
 - Rate - \$17/semester (recognition for Lakeshore Athletics Centre)
 - Yet to come, remaining commitment - \$12.5M
 - Annual contribution – approx. \$1.0M
 - End of commitment – approx. December 2027
 - Non-academic:
 - Rate - \$41/semester
 - Yet to come, remaining commitment - \$6M
 - Annual contribution – approx. \$2.5M
 - End of commitment – approx. December 2017
- Future plans include: growth plans for North and Lakeshore (campus development plan),



- Athletic: no new project currently planned, rate will revert back to \$8/semester in 7 years, effective 2022, commitment period will change to 2035)
- Non-academic: Lakeshore Commons/"Amphitheatre" in 2016 for community purposes (Humber has received federal grant), Library expansion/relocation (Lakeshore Campus) in 2020

6. POLICY APPROVALS (CONTROLS AND AUTHORITIES, INVESTMENT AND BORROWING, TRAVEL AND CONFERENCE)

The Board was given these policies in advance for review. A. Tahir highlighted all amendments made to each policy.

- *Controls and Authority*: removal of Services designate due to free play in games room, added in reference to Finance Operations Officer or designate
- *Investment and Borrowing*: section under "Investments" point 3 is new
- *Travel and Conference*: clarity of personally operated vehicles, reimbursement for public transportation costs incurred while on official business

Motion to approve the Controls and Authorities, Investment and Borrowing and Travel and Conference.

Moved by: C. Bianchi

Seconded by: E. Kelly

CARRIED: YES

"Be it resolved that the HSF Board of Directors approves the Controls and Authorities, Investment and Borrowing and Travel and Conference."

7. CHIEF EXECUTIVE OFFICE MONITORING REPORT: SIX-MONTH FINANCIAL REVIEW

F. Rizzi and E. Perrone presented the six-month financial review. Highlights of this presentation are as follows:

- Revenues are higher due to the approximately \$800K of fees collected last fiscal year by the college on our behalf
- Humber and Guelph-Humber changes have affected the timing and collection of fees thus making it difficult to predict revenues for this year and going forward
- *Governance* – Board section still have not transferred Health Centre Funding and Peer tutoring; result under budget
- *Executives* – some salaries, branded merchandise, conferences; result within budget
- *Admin* – in line with last year's numbers. New Printers will bring down costs significantly, office supplies are down \$10k from last year, able to re-negotiate cleaning costs with the college by 18%
- *Programming* – Orientation & Frosh still does not capture all expenses as some expenses did not go through until October. Remainder of budget still has to make room for Winter Orientation.
- *Services* – numbers are very low as they only capture first full month of school. Bursaries are not funded until October and we hear from Financial Aid that applications are no longer being



accepted. Of the \$300K available in Student Services, \$280K is the Student Lifeline and Financial Relief Program

- *Communications* –spent close to 50% of their budget. Standard for this department as they plan and spend on infrastructure for the department over the summer, during the school year majority of their budget goes towards staffing
- *Capital* – majority of spending done during summer
- Prediction: in future years start to see leveling off of enrollment (similar to this year) which will result in a leveling off of revenues.
- Suggestion: start discussions about other forms of revenue outside of Student Fees or possibly, since the fee has not been raised in over six years, consider raising the student activity fee in the near future.

8. ADJOURNMENT

Motion to adjourn the Fourth Meeting of the HSF Board of Directors 2015-2016.

Moved by: A. Nyatwa

Seconded by: B. Cowell-Gardner

CARRIED: YES

“Be it resolved that the Fourth Meeting of the HSF Board of Directors 2015-2016 is adjourned.”

The meeting adjourned at 6:55pm.

_____**James Pashutinski**_____

Chairperson

_____**Vanessa Silaphet**_____

Recording Secretary