



**Humber Students' Federation
Board of Directors 2016-2017
Third Meeting
September 14, 2016
Lakeshore Campus**

Members Present

Daniel Roque
Nadine Sutherland
Muhammad Gill
Markus Laanes
Robert Ledger
Osman Beyle
Roxanne Smith
Emma Kelly
Collins Nyatwa

Staff

Ercole Perrone
Ahmed Tahir
Mike Schaefer
Anna Bilan
Ammar Abdul-Raheem
Vanessa Silaphet

Guests

Anna Svinoboeva (*Student*)
Luke Allinson (*Student*)

Excused

Niko Capriotti

1. CALL TO ORDER.

R. Smith 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: M. Gill

Seconded by: R. Ledger

CARRIED: YES

“Be it resolved that the agenda for the Third Meeting of the HSF Board of Directors 2016-2017 is approved as presented.”

3. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.



4. APPROVAL OF MINUTES OF THE SECOND MEETING 2016-2017

Motion to approve the minutes from the Second Meeting of the HSF Board of Directors 2016-2017 on July 27th, 2016 as presented.

Moved by: E. Kelly

Seconded by: M. Laanes

CARRIED: YES

“Be it resolved that the HSF Board of Directors approves the minutes of the Second Meeting of the 2016-2017 Board of Directors.”

N. Collins entered at 6:07pm.

5. IN CAMERA

Motion to move in-camera while the CEO and M. Schaefer remain in the room.

Moved by: O. Beyle

Seconded by: M. Gill

CARRIED: YES

“Be it resolved that the HSF Board of Directors move into in-camera session.”

Motion to move out of in-camera.

Moved by: D. Roque

Seconded by: N. Sutherland

CARRIED: YES

“Be it resolved that the HSF Board of Directors exit in-camera session.”

6. COMPENSATION COMMITTEE UPDATE

A. Tahir provided an update to the Board relating to the work thus far of the compensation committee. He outlined the three categories associated with the goals determined for the Executive Director:

- Membership – directly related to IGNITE survey: 7,000 first year students on-boarded; 17,500 unique students interact with IGNITE
- Strategic Plan – 85% completion rate, excluding the advocacy pillar as it is the responsibility of the President
- Operations – within 2.5% of budget plus or minus, objective zero-sum budget

These are the goals set by the compensation committee for the Executive Director to accomplish for this academic year. Chief Executive Monitoring reports may include updates and progress on the above goals.



7. CHIEF EXECUTIVE OFFICE MONITORING REPORT

The Chief Executive Office, A. Tahir and E. Perrone, presented the Board with their monitoring report which included highlights of objective statuses thus far and progress on the strategic plan:

- Membership: IGNITE survey is a significant communication piece and sets the expectation of how to stay current and relevant to students. There are many mechanics involved, such as coordination with institution, as of today approximately 7,000 students have participated, well ahead of pace from last year.
- Advocacy: Know your rights campaign – Executives are taking a proactive approach to let students know their rights prior to any issues arising, this will be launched October 2016. So far all rights have been relevant to internal controls and academics; plan is to eventually add workers', internships' rights, etc.
- Volunteer subscription: students expressed interest in engaging with the organization/institution in some way. Students can now register with the volunteer program and will be notified via email of any volunteer opportunities through the organization. So far 152 students have signed up; this number includes students that have expressed interest in on-campus, off-campus or both. Research was done with other institutions of how to best recruit volunteers; email sign-up deemed the best option.
- Strategy: Board approved strategic plan at the last board meeting. Thus far, focus has primarily been on start-up, Frosh and on-boarding with the IGNITE survey. Rebrand: FAQ provided on website. This year's and last year's Board were involved in the decision and existence of the rebrand. The rebrand's purpose was to be all inclusive and differentiate from the institution as a separate entity.

Some Directors expressed concerns that students have regarding the \$400,000 approved rebrand budget. Many things are still in progress as the launch continues and expenditures are being incurred. There are various costs associated including legal fees with the creation and filing of a new legal name. Some Directors expressed they are glad students are talking about IGNITE and the rebrand, ultimately increasing awareness.

There has been no sacrifice to normal HSF services and offerings to make the rebrand launch possible; various services have been allocated more funding such as, bursaries.

8. AD-HOC COMMITTEE

As a means to achieve ownership linkage initiatives and Board of Director role fulfilment, A. Tahir recommended the Board consider implementing an ad-hoc committee for the purpose of creating Board of Director awareness. It is suggested three to five Directors participate on this committee.

Motion to approve the ad-hoc committee with the purpose of creating board awareness and fulfilment of board duties.

Moved by: E. Kelly

Seconded by: R. Ledger

CARRIED: YES



“Be it resolved that the HSF Board of Directors approve the ad-hoc committee with the purpose of creating board awareness and fulfilment of board duties.”

9. PROJECT IGNITE

A. Tahir and V. Silaphet presented the Project IGNITE initiative to gain board members’ support. Project IGNITE is a continuation of last year’s Executives’ initiative, Project YOU. Objective of the initiative is to identify, recruit and acknowledge student leaders that have an interest in student leadership and engagement opportunities. The Board’s role in this initiative would be to help identify these students, attend sessions, and speak to the role of a Board of Director and the process involved to become one.

10. ADJOURNMENT

Motion to adjourn the Third Meeting of the HSF Board of Directors 2016-2017.

Moved by: N. Sutherland

Seconded by: M. Gill

CARRIED: YES

“Be it resolved that the Third Meeting of the HSF Board of Directors 2016-2017 is adjourned.”

The meeting adjourned at 7:57pm.

_____ **Roxanne Smith** _____
Chairperson

_____ **Vanessa Silaphet** _____
Recording Secretary