



**Humber Students' Federation  
Board of Directors 2016-2017  
Fourth Meeting  
October 12, 2016  
North Campus**

---

<b>Members Present</b>	<b>Staff</b>	<b>Guests</b>	<b>Excused</b>
Daniel Roque	Ercole Perrone	Zachary McGregor ( <i>Student</i> )	
Emma Kelly	Ahmed Tahir	Mikki Decker ( <i>Student</i> )	
Muhammad Gill	Anna Bilan	Alana MacLeod ( <i>Student</i> )	
Markus Laanes	Ammar Abdul-Raheem	Tyler Bloomfield ( <i>Student</i> )	
Robert Ledger	Maja Jocson	Erian De Los Reyes ( <i>Student</i> )	
Osman Beyle	Vanessa Silaphet	Marcus Sconci ( <i>BDO</i> )	
Roxanne Smith	Tara DeFrancesco		
Niko Capriotti			
Collins Nyatwa			
Nadine Sutherland			

---

**1. CALL TO ORDER.**

R. Smith called the meeting to order at 6:07pm. 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 Fourth 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 THIRD MEETING 2016-2017

*Motion to approve the minutes from the Third Meeting of the HSF Board of Directors 2016-2017 on September 14<sup>th</sup>, 2016 as presented.*

**Moved by:** M. Gill

**Seconded by:** D. Roque

**CARRIED: YES**

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

#### 5. APPROVAL OF AUDITED FINANCIAL STATEMENTS 2015-2016

Marcus Sconci, Senior Manager at BDO, presented the audited financial statements; highlights include:

- No issues during audit and all missions were completed to accomplish audit testing; another good successful audit this year
- Balance sheet:
  - Cash accounts held with Humber
  - Discrepancy on liabilities due to summer registration opening earlier; more money collected and more money deferred
- Statement of Operations:
  - Budgeting close to zero, surplus of \$57,000; this is a good thing as a not-for-profit as the aim is to have zero sum
  - Last year loss of \$1.6M donation to Humber for the Backyard renovations
- Statement of Net Assets:
  - Similar to previous year
  - Assets still in use, providing services to students – this was compared to industry not-for-profits of what is expected/normal
- Restriction on Net Assets: quantifying what these are for the year; must disclose which are restricted assets
- Summary of transactions with Humber
- Contingent liability note may be removed – directly related to building levy fee charged to students. *Explanation:* Institution will have construction plans and students will be charged a fee to help subsidize the cost. HSF is not liable to pay a levy for future construction. Fee is implemented and students pay for an intended institutional construction project, for the duration of the project. Once the project has been paid in full, a new construction project is often brought up and may result in an increase in the fee or the fee being implemented again. *Reason for the disclosure on audited financial statements:* there is not a guarantee for HSF to pay the indebtedness; this appears on the Institution’s financial books not HSF’s.
- Student initiatives: increase of \$95,000 due to Student Lifeline
- College Student Alliance (CSA) contract ended, advocacy down \$140,000 – HSF left the CSA, did see any benefit of being a part of this association while paying a membership fee. Advocacy wins achieved by CSA are implemented to all college students regardless of their membership. Better to invest the amount internally specific to Humber/GH students than into an association.



Advocacy goals were not always related to Humber/GH as CSA represents various colleges across the province/country.

- Decrease in Community Outreach – Financial Relief Program (FRP) was newly implemented with strict criteria. Program was implemented to condense previous services like foodbank and community outreach to one, FRP.

*N. Sutherland entered at 6:22pm.*

*Motion to approve the audited financial statements for 2015-2016.*

***Moved by:*** M. Laanes

***Seconded by:*** N. Capriotti

***CARRIED:*** YES

***“Be it resolved that the HSF Board of Directors approve the audited financial statements for 2015-2016.”***

## **6. IN CAMERA**

*Motion to move in-camera while the CEO remains in the room.*

***Moved by:*** E. Kelly

***Seconded by:*** N. Sutherland

***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:*** O. Beyle

***Seconded by:*** M. Gill

***CARRIED:*** YES

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

## **7. APPLICATION FOR SUPPLEMENTARY LETTERS PATENT**

Due to the rebrand and the Board’s approval to change the legal name of the organization to Ignite Student Union, a submission application for supplementary letters patent is required as part of the process to file with the ministry.

WHEREAS it is deemed desirable to apply for the issuance of Supplementary Letters Patent to change the name of the Corporation;



AND WHEREAS the Directors of the Corporation have reasonable grounds for believing that the Corporation is not insolvent within the meaning of the Subsection 19(4) of Ontario Regulation No. 181.

NOWTHEREFORE BE IT RESOLVED that the Corporation be authorized to apply for the issuance of Supplementary Letters Patent to provide as follows:

1. Subject to confirmation by Supplementary Letters Patent, that the name of the Corporation be changed to IGNITE STUDENT UNION; and
2. Any two of the Directors or Officers of the Corporation are hereby authorized, empowered, and directed for and on behalf of the Corporation to send an Application for Supplementary Letters Patent, in duplicate, to the Director appointed under the Act, and to make a statement therein that "The Corporation is not insolvent within the meaning of Subsection 19(4) of Ontario Regulation 181" and to sign and deliver all documents and to do all things necessary or advisable in connection with the foregoing.

***Moved by:*** M. Gill

***Seconded by:*** M. Laanes

***CARRIED:*** YES

***Opposed:*** 1

***"Be it resolved that the HSF Board of Directors approves the submission application for Supplementary Letters Patent to change the name of the Corporation."***

## **8. CHIEF EXECUTIVE OFFICE MONITORING REPORT**

The Chief Executive Office, A. Tahir and E. Perrone, presented the Board with their monitoring report which included a six-month financial review. A categorical overview of funding spent thus far was reviewed, for example the organization is on pace to meet its projection of the Student Activity fee. This activity is done to provide openness and transparency to the Board, the organization's financial status of cash flows spent thus far. As the board's fiduciary duty, they are to question any items that are over budget or items of uncertainty.

## **9. POLICY APPROVAL: ELECTIONS AND APPEALS**

The Governance Review Committee has reviewed the presented the Elections and Appeals policy with amendments for the Board's consideration. These amendments are reflective of the approved Constitution changes from last academic year:

- Clarity around the specification of "staff" branded swag
- Updated the new Executive positions
- Included specification that student numbers are required along with student signatures for nomination packages

*Motion to approve the Elections and Appeals policy as presented.*

***Moved by:*** N. Sutherland

***Seconded by:*** M. Laanes



**CARRIED: YES**

***“Be it resolved that the HSF Board of Directors approve the Elections and Appeals policy as presented.”***

## **10. ADJOURNMENT**

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

***Moved by: C. Nyatwa***

***Seconded by: D. Roque***

**CARRIED: YES**

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

The meeting adjourned at 7:57pm.

\_\_\_\_\_  
**Roxanne Smith**

Chairperson

\_\_\_\_\_  
**Vanessa Silaphet**

Recording Secretary