



**IGNITE Student Union
Board of Directors 2017-2018
Sixth Meeting
January 17, 2018
North Campus**

Members Present

Nicholas Davenport
Sara McCormick
Samuel Mitchell
Janina Jocson
Tudor Gagea
Allyson Sander
Michael Hillocks
Graham Budgeon
Shayan Shakil

Staff

Ercole Perrone
Tara DeFrancesco
Vanessa Silaphet

Guests

Excused

1. CALL TO ORDER.

N. Davenport called the meeting to order at 5:46pm. All Directors were present.

2. APPROVAL OF THE AGENDA

Motion to approve the agenda as presented.

Moved by: A. Sander

Seconded by: S. McCormick

CARRIED: YES

“Be it resolved that the Agenda for the Sixth Meeting of the IGNITE Board of Directors 2017-2018 is approved as presented.”

3. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest was declared.

4. APPROVAL OF MINUTES OF THE FIFTH MEETING 2017-2018

Motion to approve the minutes from the Fifth Meeting of the IGNITE Board of Directors 2017-2018 on December 13, 2017 as presented.



Moved by: T. Gagea
Seconded by: S. Shakil
CARRIED: YES

“Be it resolved that the IGNITE Board of Directors approves the minutes of the Fifth Meeting of the 2017-2018.”

5. CHIEF EXECUTIVE MONITORING REPORT

a. Mid-Year Financial Update

T. DeFrancesco, Finance Director, provided an update on IGNITE’s Q3 financial standing. Highlights of her presentation include:

Revenue:

- Revenues exceeding budget due to student activity fee being higher than budget will be adjusted in future months by Humber when the enrollment for Winter semester is trued up. Expectation is for actual to be more in line with budget.

Governance:

- Overall governance \$232k below budget due to \$85k to come for elections in 4th quarter, plus \$74K execs under budget due to president and VP salaries and benefits to be paid out in 4th quarter based on hours worked + honorariums for APRs and BODs to be paid out, \$30k.

Administration:

- Overall \$565k under budget due to full time and part time staff salaries and benefits to be paid out in 4th quarter + CAAT, \$537k + audit fee to be accrued, \$18k. Operational expenses exceed budget due to reallocation of expenses to this account as determined this was more appropriate than were originally budgeted for IC group expenses. Note that IC group expenses did not change, just reallocation amongst accounts.

Programming:

- Total programming expenses are \$258k under budget, significantly as a result of \$125k to be spent in the 4th quarter on entertainment including Real Talks, security, on campus events, giveaways, etc. plus \$52k under budget for part time staff salaries and benefits to be paid out in 4th quarter and \$30k in frost production expenses to come.

Services:

- Total services expenses are \$86k under budget significantly because of \$49k remaining to be paid out to part time staff for salaries and benefits plus \$30k for the FRP.

Communications:

- Total communications expenses are \$193k under budget due to \$84k under budget for part time staff salaries and benefits to be paid out + \$66k under budget for general marketing including event for on boarding survey and event for next level survey + \$42K under budget due to IC group expense to come for student survey support.

Capital: capital expenditures are over budget as due to the 5 week strike, IGNITE took the opportunity to improve our office and student spaces.

Overall net surplus of \$1.4M expected to decrease significantly once revenue is decreased due to true up of enrollment, plus increases in expenses for 4th quarter of the year. IGNITE values



spending funds with purpose rather than spending to avoid a surplus without thought, meaning or true value for students.

6. ELECTIONS

V. Silaphet informed the Board that the IGNITE Elections are underway, Nomination Period is currently open and will be until February 9, 2018 at 4pm. Important dates were reviewed and for more information, including job descriptions of available positions, are available at ignitestudentlife.com/elections. Board members are encouraged to run as candidates themselves and encourage others they may know that would be ideal for the position(s). To coincide with this year's Elections theme of "Street Art", a digital graffiti wall is present at both North and Lakeshore campuses this week to promote Elections and Nominations. Board members were asked to participate in the promotion of the wall, elections, their role and speaking to students in general about their experience as a current board member.

7. IN CAMERA

Motion to go in camera.

Moved by: A. Sander
Seconded by: G. Budgeon
CARRIED: YES

"Be it resolved that the IGNITE Board of Directors move in camera."

Motion to move out of in camera.

Moved by: S. Mitchell
Seconded by: G. Budgeon
CARRIED: YES

"Be it resolved that the IGNITE Board of Directors move out of in camera."

8. ADJOURNMENT

Motion to adjourn the Sixth Meeting of the IGNITE Board of Directors 2017-2018.

Moved by: A. Sander
Seconded by: J. Jocson
CARRIED: YES

"Be it resolved that the Sixth Meeting of the IGNITE Board of Directors 2017-2018 is adjourned."

The meeting adjourned 6:20pm.

Nicholas Davenport
Chairperson

Vanessa Silaphet
Recording Secretary