

The Strategic Ends of the Students' Union

The Organization exists to represent, advocate for, and support the primary stakeholders, the students of Wilfrid Laurier University, and to provide them with a holistic university experience and an enhanced student life. The costs of these benefits will be justified by the results.

In no specific order of priority, students will benefit from:

- An affordable, accessible, and high quality academic experience
- A safe, sustainable, and empowering environment
- Diverse inclusive social interaction
- Products and services that cater to the financial needs of students

Land Acknowledgement

We acknowledge the traditional territory of the Neutral, Anishnawbe and Haudenosaunee people

Start	Duration	Agenda Item	Type	Presenter	Policy Reference
7:30 PM	2 mins	Call to Order and Indigenous land acknowledgement	adm	Chair Del Giudice	
7:32 PM	1 min	Regrets	adm	Chair Del Giudice	GP #2c.8
7:33 PM	2 mins	Adoption of Agenda MOTION that the Board of Directors adopt the agenda as presented.	D	Chair Del Giudice	
7:35 PM	1 min	Conflicts of Interest	adm	Chair Del Giudice	GP #2c.2
7:36 PM	5 mins	Approval of Meeting Minutes: 1 November 2022 Minutes 15 November 2022 Minutes 29 November 2022 Minutes	D	Chair Del Giudice	GP #2c
7:41 PM	4 mins	Comments from the Chair of the Board & CGO	fi	Chair Del Giudice	
7:45 PM	4 mins	Comments from the President & CEO	fi	President Symington	
7:49 PM	4 mins	Comments from the Executive Director & COO	fi	ED Champagne	
7:53 PM	8 mins	Direct Inspection Committee Reports GP #2g3 - Board Committee Structure - General Meetings and Election Appeals BMD #1 - Global Board-Management Delegation	D	Chair Del Giudice	
8:01 PM	10 mins	Winter Term Meeting Schedule	D	Chair Del Giudice	
8:11 PM	10 mins	Tap Access for Wilf's and The Turret	D	ED Champagne	
8:21 PM	10 mins	#LaurierVotes update	fd	DPRA Muller	
8:31 PM	10 mins	Brantford Election Event	fd	Chair Del Giudice	
8:41 PM	5 mins	In-Camera Session - Minutes approval MOTION that the Board of Directors proceed to an In Camera session	D	Chair Del Giudice	
8:46 PM	2 mins	Announcements	fi	Chair Del Giudice	
8:48 PM	2 mins	Action Items Summary	adm	Chair Del Giudice	
8:50 PM	1 min	Adjournment MOTION that the Board adjourn the January 12, 2023 meeting	adm	Chair Del Giudice	
Total 1 hr 21 mins					

LEGEND:
 fi, For Information
 fd, For Discussion
 D, Decision required
 adm, Administrative task

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 1, 2022
Time and Location: 730pm, Zoom and In-person

Board Members Present

Chair Del Giudice, Director Abu-Rshaid, President Symington, Director Murphy, Vice-Chair Phillips, Director LeClair, Director Betivoiu, Director Boettinger

Staff Members Present

Director, Policy, Research & Advocacy Muller, Executive Director Champagne, Director, Finance & Administration Turner

Guests

KPMG Matthew Betik

1. Call to Order and Indigenous Land Acknowledgement

Chair Del Giudice: We would like to acknowledge the traditional territory of the Neutral, Anishabee, and Haudenosaunee peoples.

2. Regrets

Director Goodwin, and Director Elmasri

3. Conflict of Interest

None

4. Adopt the Agenda

Motion # 1 Adopt the Agenda with a slight amendment, moving Audited Financial Reports to the first item (**Abu-Rshaid/Phillips**)

Vote: 6-0-0

Result: Pass

5. KPMG Canada Report

KPMG Betik: I am the lead partner from KPMG, responsible for the audited financial statements of the Wilfrid Laurier Students' Union. Just by way of background I am a Laurier grad myself, I'll admit it was quite some time ago, but the students' union was quite active back then, and I'm happy to see it's still active today.

DF&A Turner: For those of you on the board next year, don't expect a surplus of this magnitude next year.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 1, 2022
Time and Location: 730pm, Zoom and In-person

KPMG Betik: I'll walk through a couple of the key parts of this document. So, the first part is the auditors report, this is the report that comes from KPMG, after this these are the statements of the students' union. The report as its three pages long and fairly boiler plate, effectively it means, it's a clean audited opinion and what we are seeing based on the work that we've done, we're comfortable that these financial are free of material statements. We aren't saying they are 100% accurate to the penny, but they can be taken at their word and are a fair representation of the financial position of the students' union on April 30, 2020, as well as your operations for the year. I'll take you down into some of the statements, so here we have the statement of financial position, which outlines the assets and liabilities of the students' union on April 30th, at that one date in time which is your year end. So, a couple of the highlights on here, you'll see there is a significant cash balance, nearly 6 million dollars, up from about 4.1 million dollars last year, that is almost entirely a result of the significant surplus that was earned this year and I will get into that in a couple more minutes. Some of the other highlights on the page, we do see accounts receivable, so these are amounts you've earned already but just didn't have the cash on April 30th, so that number is up about 920 000 from 600 000 in the prior year. Significant component of this are some wage subsidies from the government, that were still being earned in the later half of 2022, and again still haven't been received yet, but we do see those having been deposited in the bank after year end. We noticed that there is also an amount due from the university, that 265 000 dollars, last year there was an amount payment from the students' union to the university. This is just what we call a flip account, so it can go into asset or liability just depending on the timing of payments. Usually from the university to the students' union based on the fees that they collect on your behalf as well as some other things that go back and forth between the two entities. The last thing to discuss on here, is restricted cash, down here on the bottom. So, there is cash that is held in a segregated bank account for the purposes of the health and dental plan because the health and dental plan sort of increased in its activity and volumes this year, we do see a subsequent increase there as well. Moving onto the liability side, these are amounts that you owe as of the end of the year, not a lot of significant changes here but I will highlight a couple of things. So, accounts payable and accrued liabilities, so these are just expenses you incurred in April or towards the end of March or towards the end of the year but haven't paid for them at that point. You would have paid for them sometime in May or June, this is just a timing matter, and that balance can fluctuate from time to year. The deferred revenue, the next line, it's up about 400 000 dollars this year, this relates to health and dental fees that have been collected in the year, but for that health plan that continues after year end. So, the health care plan year runs from September 1-August 31, so you collected a lot of money in the early part of the year, but you still owe that service to those students for the remaining four months of the year, this is May, June, July, and August, so that is recorded as deferred revenue, so it's a liability that is owed to them. You'll recognize that as revenue in the next year. Amounts due to campus clubs: again, these are fees that are collected on behalf of campus clubs but haven't been spent. We did see this continue to climb, through much of the closures, and we would expect that number to start to come down, now that the clubs can have more activities and spend more of their money. We do see some long-term debt and some amounts due to the university, these amounts are coming down, and coming down nicely overall. That speaks to the improved financial position of the students' union. I think what is important to note here and I've pointed this out on previous presentations, we often look like an indicator of

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 1, 2022
Time and Location: 730pm, Zoom and In-person

health, the amount of the current liabilities. The current liabilities the students' union has and compare that to the cash and the current assets you have. You can see this year it's about 4.2 million, last year it was almost 5 million for what you owed in that short period of time. I go back up to the previous statement, the current assets being your cash, receivables, and what's owed from the university, again almost 5 million dollars last year, so it was a break even point, but now this year the assets are at 7.2 million, you've got a significant surplus there, and this is good. For several years, the current liability, has exceeded the current assets by a large volume and that was an indicator of troubled financial health, but I would say that the students' union is in a much better financial health today, than it was several years ago. I move into the schedule of operations, so here we have our revenues and expenses and in the back schedules there is some more detail as to where these comes. So, I will flip back into the end of the statements to articulate those so you can see where the money is coming from, so on this statement here, we do show the revenues that have been earned by the functional areas and we see a couple of places where there are significant increases this year over last. Health and dental, big increase, million dollars, almost a 33% increase this year compared to last year. That is driven by a couple of things: there has been significant growth in the enrolment of the plan, I think close to 10% enrolment growth, there's about a 2% inflation factor carried on to that, as well there was an additional \$75 added to the health side of the health and dental this year, which drove that up sustainably. We do see some of the expenses going up, but we do see a significant surplus on health and dental this year. We are also seeing increases in Wilf's revenue, and in food court and some more operations, again is due to the regular establishment of in-person activities on campus. So, I flip back up the main financial statement, we do see an excess of revenues over expenses this year, at about 3.5 million, last year about 2.9 million, so it has improved. That's mostly due to health and dental and those revenues improving, we are also seeing increases in expenses as we can see one year from the next as we return to full on campus activities. The other expenses down here, the appreciation of your equipment and fixtures and some of the interest on debt. We're seeing an overall surplus of 2.9 million, compared to 2.3 million last year, so that's a 500 000-dollar growth. As Chris mentioned, this is unusually high and wouldn't expect similar surpluses year on year. I think past this year, we probably expect to see that look more like break even but really that is up to the board in terms of spending activities.

Director Abu-Rshaid: I have just one quick question. Do you think it would be a good idea going forward to accelerate paying down our debt to increase future cash flow or is that not worth it?

KPMG Betik: We can flip down to the debt schedule which will provide a bit of context for that question. So, one thing you would want to look at it, is what interest rates are like on that debt, and so we see we have a debt at 3%, another one at 3%, and another one at 4% and 3 ½ %, so those are good rates, so I wouldn't necessarily recommend an aggressive debt reduction. The other issue you might run into, and I don't remember the exact terms off hand, some of these debts would incur penalties if they were paid off early or more aggressively. So, you would want to make sure you weren't incurring excess excessive additional costs. To your point, where you can engage in debt reduction that would certainly be good for the continued financial health. I

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

also want to be mindful of what the future activities might be, so if there is a big capital spend on the future, you wouldn't want to use up all your cash paying down your debt, only to incur more debt later and those debts are attracting interest rates of 6-7%. Because you have very attractive rates right now, you're in good shape, if there isn't a big capital project that is going to require more debt in the future.

Director Abu-Rshaid: That makes a lot of sense. I have one last question regarding fees. So, I know that although this may not be completely in your purview, but I thought it would be a good idea to ask. Some of our fees are linked to inflation and with inflation being so high this year, do you think we could freeze those fees for next year, so not raise them by inflation and still run the surplus and break even, or is that out of the question?

KPMG Betik: There's a lot of parts to that obviously, the surplus or break even really is predicated on the spending levels that go along with it. I do work with several organizations that have fees that they charge to fees for members, or that they collect from rate payers and there is a temptation to temper those fee increases when inflation rates are high, and so that might make some sense, but I would say over the long period you would want to make sure you are keeping up with inflation. Every month the inflation number is a little bit different, we will probably see it finishing up the calendar year probably in the neighbourhood of 4 ½-5%, and you might say "Okay, yeah, we will temper it a little bit, we will keep it at 3 ½ % this year" but you got to pay for it later, so maybe the following year, inflation drops down to 2%, you can't go back to 2, you got to do 3 again, because over the multi year program you have to make sure you keep up or else you're losing purchasing power and you will find yourself back in a period of poor financial health.

Director Abu-Rshaid: That makes a lot of sense. Now as we have a significant amount of cash sitting, is it just sitting in a chequing account, or is it earning any interest?

KPMG Betik: It's mostly in chequing type of accounts, up until very recently, those were the best places to put excess cash, but certainly that could be something the team could look at.

ED Champagne: What I might suggest based on the answer to the question that was just asked, that would be something that the board put a pit in their head, not literally of course, and bring that type of thinking back to the board table when we present next year's operational budget, because it will be this year's board that approves next year's budget, and that's where the potential for freezing or unfreezing fees or capping inflation might play a role. Good question, better timed at the end of the year.

Motion #2 Approve the Audited Financial Report (**Phillips/LeClair**)

Vote: unanimous

Result: Pass

6. Adoption of the Consent Agenda

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Motion # 3 Adopt the Consent Agenda (Phillips/Abu-Rshaid)

Vote: unanimous

Result: Pass

7. Comments from the Chair of the Board & CGO

Chair Del Giudice: I don't have much to report on. The Board Secretary Hiring Committee did meet, and we did come to a decision. We will get into that later in the meeting. I do think it's important to put a pin in the conversation to hire our CRO soon because the election is coming up. That's all I have on my end.

Director Abu-Rshaid: One quick question. Are we going to strike a new committee or are we just going to use the current hiring committee who hired the CRO?

Chair Del-Giudice: We will use the committee to hire the CRO, but the one that hired the Secretary is a completely different committee, we will have to strike a new committee to hire a CRO

ED Champagne: A quick point of clarification. The Chief Returning Officer this year is going to be the Governance Coordinator that we've already approved, correct?

Chair Del Giudice: Yes, my apologies

ED Champagne: So that committee would need to be different because Ian would need to be involved in that hiring process as it's a double report to go up to the board and to Ian.

8. Comments from the President & CEO

President Symington: Not too much to report beyond what is already included in the Board report. Some big highlights are Health and Wellness Month kick off today with our pancake breakfast by foodbank on the Brantford Campus to tackle the dimension of food insecurity, but we have over 50 events and workshops being held and coordinated by the Students' Union over the course of November. Other than that, coffee with the candidates here on Waterloo, had a very solid turn out, Greek Life MOU has been sent to Greek Life council as I know much of you went to that one, and that big old sign we have been waiting for on the front of NCC is finally up and running, and its very bright. You walk outside at night it lights up the whole block. That's all for me.

Chair Del Giudice: In terms of the response from the Board from the Presidential reviews, when can we expect that report to commend?

President Symington: I will be totally honest, it completely fell off my radar, and I will tackle this.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

9. Approval of Meeting Minutes

Motion # 4 Approval of September 13, 2022, meeting minutes (**Abu-Rshaid/Murphy**)

Vote: unanimous

Result: Pass

Motion # 5 Approval of September 27, 2022, meeting minutes (**Abu-Rshaid/Phillips**)

Vote: unanimous

Result: Pass

10. Comments from the Executive Director

Ed Champagne: Yeah, I won't take long, I promise. I just wanted to update the board about official negotiations have begun on both the Student Affairs Advisory Agreement and the Operating Procedures Agreement, and as we go through those agreements and get it to a signing place, the board will be updated and will have an opportunity to weigh in on both of those agreements. Just for the record, the Student Affairs basically is the sandbox that exists between student affairs, the students' union, and the graduate student's association in terms of how all things are considered under this comprehensive student services fee and how that department is run and how money is spent. The Operating Procedures Agreement is essentially the sandbox for every other department within in the University that the students' union interacts with, not the least of which, most substantially the Assent Management Group. That one, that conversation just started a little over a week ago and will be a little bit longer one because there are going to be some heavy financial conversations with the university as they go through their current budget process and future budget processes, which is my next update. The university is dealing with a bit of a shortfall financially, so there are not necessarily hiring freezes per say, but hiring slowdowns to make sure that the most important jobs for the student experience get hired, but the university departments have been asked to model percentages of cuts to their budget in the totals of 1, 2, and 3%, so it is possible that the impact on students for the next year, will be significant, but we are at the beginning of that process and don't really know what that will look like. Hopefully there is more to update on that front, come the meeting on the 15th of November. Also, the Laurier Contract Teaching Faculty, they have filed a no board report, they are waiting for the ministry to send back no board report. Once that No Board report is received by that Union, there will be a 17-day countdown where that Union will be in a legal position to strike, so it is entirely possible that there will be a labour movement on Laurier campuses towards the end of the semester. The goal for the Students' Union and the Graduate Students Association is to try to cut through the rhetoric of both sides and try to communicate effectively with students about what the impact will be, but we won't start to do that until that countdown hits. They filed for that no board report a little over a week ago, but because the government's unfreezing of wages, there is kind of a backlog of when that is going to come. So, we will literally expect that no board report to land eminently. Lastly, just as a point of information, during the December break, the university closes on December 23 and does not re-open until January 3 for winter term. First day of classes of winter classes is currently scheduled for Monday January 9th, and it is our intention to close the student union offices midday on the 22nd of December. That's it for me.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Director Abu-Rshaid: I have a few questions. What would be some of the improvements that we could make for students in the negotiations?

ED Champagne: Mostly students aren't necessarily going to see improvements per say where the operating procedures agreement is concerned, most of that is just backhouse, most students don't care about. For example, custodial rates, and how to interact and make electrician/trade work orders, things of that nature. Included in that are ICT stuff, it's just business as usual type of stuff. Where the big concerns are, likely students won't care about, and most people won't care about, are negotiating around the fees within the Fred Nichols Center and the Student Center in Brantford, for example, there is a pretty significant project coming up where old boilers are going to have to be removed from the Fred Nichols Campus Center and there's going to be a bit of a battle with the university to figure out who's responsible for what and for how much. So that will be a seven-figure project and I'm sure the university wants us to pay for most of that, I want the university to pay for most of that, they were installed in the 60's before the Student Union was really a thing, anyways, it's that type of stuff. So, the OPA stuff will be largely things that students don't notice. The Student Affairs Advisory Agreement, there is a very large potential for the nature of our agreement with the Student Affairs to change pretty dramatically, and it's still early in infancy to start talking about what that could look like, but the hope is that we will be able to make pretty significant improvements to the resources and the supports that students get especially during these trying times, all within in wellness, athletics, academic supports, for some reason that department is escaping me, career and co-op, mostly career not so much co-op, as well as EDI, etc., etc. We still early in that process but the conversations have been very encouraging about how to help maintain and improve access to services during a time when the university is going to be budgeting out cuts.

Director Abu-Rshaid: Alright, okay. My second question is: What will the students union's position be with the contract teaching faculty potential strike?

ED Champagne: We don't necessarily have an official position, but we always want to back the student experience, and in this case, it would obviously impact the academic side of the house. Our main position is that we hope that the adults in the room on both sides act like adults and get to the table, and get a deal done so there is no stoppage in the academic year. Ultimately, our primary goal is to communicate and cut through the rhetoric of both sides, and communicate as clearly and effectively as we can, so that students understand what the impacts are and how they can navigate the landscape. As of right now, we are optimistic that there won't be a significant work stoppage, but only time will tell.

President Symington: I would like to add to that. My stance on that, is that students just got back into the classroom, and we won't to prevent them from being out of the classroom as much as possible.

ED Champagne: A major part of our message is that students don't need more hurdles to get through a semester, they've already gone through enough over the last handful of years.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Director Abu-Rshaid: I get it, most of the professors in the major classification of classes so psychology and law and society, most of them are contract faculty, so I completely understand that position. I just want to be mindful of the fact that some of the people who might be teaching, might have been former Laurier students. So, we wouldn't want to be seen as completely backing the university, we want to avoid

ED Champagne: So, with all due respect, they're former students, they aren't students, our concern is current students, who are paying our fees. Also, we don't tend to take sides, our side is with the students, and they don't necessarily have a stake in this, we just want them to come to an agreement.

11. Direct Inspection Committee Reports

Chair Del Giudice: In terms of EL#2j Hiring Practices of Unpaid Staff, I will move the floor to the Director of that committee.

Director Abu-Rshaid: I would like to get ahead of the report, I did use a previous template for the DIC report so that I actually noticed two discrepancies instead of inputting EL2j I used Ends, so in the summary you will see that it is incorrect, and right next to the chair of the END's committee, that's incorrect, I didn't completely correct that, I apologize and will amend that as soon as possible. This report, the membership consists of the Chair, Director Goodwin, and me, we looked at how we could amend and review EL#2j, we came with a couple of recommendations, most of them are just reducing unnecessary complicated language, so instead of using the delignate, we looked at changing accurately changed, or instead of using publicly discernible identifiable information, we looked at public candidate information, just simplifying the language we are using. As for some of the more substantial changes, we're looking to expand the fourth set of rules, so we are looking at "so the president will not operate without considering previous formal appraisals or documented disciplinary action" we included language to say, "including ongoing complaints, generated by the organization as well as a relevant university partner". So, we just added a little bit more scope to that, if there are any questions, I would be more than happy to speak about that in camera due to the sensitive manner. As for other stuff, we are looking at making the policy a little bit more wholesome, we want our students to not only benefit from the services but also to grow professionally, that was the opinion of the committee. So, we're looking to also give the opportunity for our students to not only get feedback during our hiring process, but also coaching, so that would include a little bit more on how they could succeed in future competitions. We want students to be successful, and if they are not successful now, give them the chance to be successful in the future. Lastly, we just split the sixth requirement into two, it was the language that was unclear and confusing. It used to read "as allow applicants to be unaware of this policy or to provide a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their rights under this policy" we're just looking to split that and making it more clear, so we're just saying "allow applicants to be unaware of this policy and shall provide a way to be heard for students" just clarifying that. Those are the changes we are recommending for EL#2j, and I would be more than happy to answer questions regarding them.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

President Symington: Could you elaborate a little bit on what the idea of personalized feedback and coaching entails to applicants?

Director Abu-Rshaid: I'm looking at this perspective of my professional experience working with the government feedback, typically defined as getting feedback on how they did in the interview. The coaching part would be how to take that information and develop further. The suggestion is to expand or to just make it more wholesome.

PR&A Muller: Yeah, its just a recommendation in the newly created point 7 to change shall to fail to, just given the way the policy instructions are offered in the negative. So, it will be "the president will not fail to provide a way to be heard" rather than "the president will not shall provide"

Director Abu-Rshaid: My apologies, I will fix that.

ED Champagne: I'm struggling with the coaching bit; I totally understand what you're trying to get at there and in certain circumstances that is a totally reasonable request to make. For some reason my brain gets stuck when we do mass hiring. For example, when we do ice breakers, the ability to carve out time at that time of the year to provide personalized coaching for each unsuccessful applicant could become problematic and just by sheer volume and timing, they become non-compliant with that policy.

Director Abu-Rshaid: I have a suggestion. Do you think we could add a stipulation when operationally feasible? Would that appease your worry?

ED Champagne: Yeah, that's totally reasonable.

Director Abu-Rshaid: Obviously if you can't get back to the student in two or three weeks, you could notify the student and say you could give feedback just not this minute, because obviously we want to be considerate of the fact that operations already has a big workload, and we don't want to incumber the president's limited resources, so I'm completely amendable to adding language of operationally feasible and with an extended timeline or something to give them extra time during the crunch periods.

ED Champagne: We already try to do all that, but I think that language would be better.

Motion # 6 Adopt the Recommendations to Amend EL#2j with the included amendments with changing "shall" to "fail to" and #5: feedback when operationally feasible (**Abu-Rshaid/Phillips**)

Vote: unanimous

Result: Pass

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Chair Del Giudice: Move on to GP#2f. As Director Elmasri is not here, I will be delivering this statement. The committee GP#2f was struck on October 27, 2022, with the mandate to review and access GP#2f. The committee ensures that the evidence presented was appropriate and up to date, the wording of the policy is sound, and the scope of the organization is captured in the policy. Membership of the committee consisted of Board Chair Del Giudice, Vice-Chair Phillips, Director Elmasri, and Director Murphy. All members were in attendance except for Director Murphy who was absent with regrets. For GP#2f DIC the committee had discussions on the following items prior to making their decisions, if the wording of the policy was still relevant to the organization, if the scope of the organization was captured in the policy, how recent the policy was looked at and revised, if the scope of the organization was captured in the policy. The following decision of the committee consists of zero recommendations to the policy at hand.

Motion # 7 Adopt the GP#2f Direct Committee Inspection Report as presented (**Phillips/Abu-Rshaid**)

Vote: unanimous

Result: Pass

12. Blood Donation Initiative

Chair Del Giudice: We've had discussions in the past about donating blood as a board. I personally think this is a great idea, both the Brantford and the Waterloo campuses can donate blood whenever possible for you. I'll just read off the Laurier website, as to when and where it is available. So, in Waterloo, the Canadian blood services is located at 94 Bridgeport Road East; you must book an appointment for Monday-Thursday from 2pm-7pm, Friday 8am-noon, Saturday 8am-1pm. In Brantford, there are mobile clinics which I don't believe there are any coming up soon; however, if the Brantford Director would like to come to Waterloo to donate blood, we would greatly appreciate it. I believe this is a great opportunity to show face and show that we do care about donating blood and it's a great cause. Is everyone on board for this?

Director Abu-Rshaid: I do have a comment. Can we make this a bigger SU thing with the President to come in with his staff CO?

ED Champagne: We were already going to mention that we have a staff meeting tomorrow morning, and we are going to talk about that at that meeting. So, it's our intention to try and generate a lot of traffic from staff.

Director Abu-Rshaid: Perfect, I think it would be fun if we can do some social media posts and get some Brantford students to come. I know a handful that would be interested in coming. I think it would be a fun thing to do with the Board, the President, some of his staff to come go, and it would encourage some students to come along with us. I think that would be a great experience. If there is any need to coordinate with Canadian Blood Services, they do like to know ahead of time when groups are going, I would be more than happy to use some of my previous connections with Canadian Blood Services to facilitate that event happening.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Chair Del Giudice: Sounds good, in terms of when we could all go as a group, I think this will be a bit more difficult to coordinate with operations and the President, because we are all separate groups and coordinating that would be difficult. So, do we want to go as a Board or go as an organization, with a bunch of other stakeholders and parties?

Vice-Chair Phillips: Depends on operations feelings here. I feel they are more of a moving part and it's harder to keep track of them. It would make more sense, if they are interested in going, they can schedule it, and then joined by the Board members.

Director Abu-Rshaid: I agree with Vice-Chair, if operations want to tag the lead and the board follows that would be the simplest way for all. They are all very busy, we can work around them.

Chair Del Giudice: That's a great idea. If we can have notice when this appointment does happen that would be great to know.

13. Board Secretary Hiring Committee Update

Chair Del Giudice: This won't take very long. We met briefly last week, and we decided that we would hire the next runner up to complete the remaining minutes. If this person is not available, we decided we would go down the list of preferred candidates, unless it was a candidate that we absolutely said this is not a good candidate at all. In the event that does happen, we suggested we should reopen the hiring processes for the secretary, only if that does happen.

ED Champagne: Operationally we don't have access to that information of who those folks are. Are you going to reaching out to them, or you want us to do that?

Chair Del Giudice: I will reach out to them personally

ED Champagne: Okay, so before you do that, we should probably circle back and talk about what remuneration looks like for that person. We can theoretically talk about that now if you want.

Director Abu-Rshaid: I think it would be a great idea if we did talk about it today despite it not being on the agenda. I think it would be fair to offer the same compensation that we offer the Board's permanent secretary based on the workload that they have. Phil, do you think it would be better to do a flexible contract where there would be a target and hire them by the hour or would we be doing a fixed contract and paid by hour at the same rate.

ED Champagne: Well, if we want the same style of minutes, that we are currently looking for, mostly votes and motions, and things of that nature. My original thought is it would be like a term, how many are there Ian? So, it looks like more than a semester, so maybe more than a semester, I don't know. I am open to suggestions.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

Director Abu-Rshaid: I think it's important that if we do decide with a fixed contract, we pay for a set about of hours for a set amount of money per hour. I don't want to say generous, but to be reasonable, especially considering all these meeting minutes are in-camera minutes, so sensitive items will have been discussed.

PR&A Muller: The Board secretary is not paid by the hour; they are paid an honorarium. So, it would be a flat fee. Typically, during a semester, there are 12 weeks of class, there is usually six meetings per term, and you're looking at, some of those in-camera meeting minutes are not particularly long, but you're looking at 13 sets of minutes, which is essentially a full academic year, minus spring/summer concept. I would negotiate because I'm cheap, I would say three quarters of two terms or up to two terms. I mean they can always come back to us and ask for more.

Director Abu-Rshaid: I think if we offered up three quarters of two terms and give the President budget of up to two terms, I think that would be a reasonable motion to make.

Motion # 8 Honorarium for the New Secretary to complete outstanding minutes $\frac{3}{4}$ of two-terms or up to Two-Terms (**Abu-Rshaid/Boettinger**)

Vote: unanimous

Result: Pass

14. New Business/Announcements

Director Abu-Rshaid: I have a question. Are we not going to discuss the briefing note for the Brantford Director?

ED Champagne: We can add it to other business. I will give a basic summary of it. Both Ian and I have read the policy and interpreted that quorum is quorum, just because a Director based on Brantford campus, that is still representing all Laurier university students, so full quorum will likely be required, and it would be our recommendation to limp out the term and tack on a special election to the general election at the end of January under the caveat that candidate would start immediately after being elected and become a functioning member of the board. Basically, we have two meetings left, before the term is over, we would almost not complete a by-election at that point and before you know it, regular election will be here, no sense in running two elections so close together. There's also the possibly with the new ONCA legislation that the Board can change the way a special by-election would be required, and do it in a similar way in the future to what we did with the senate and board of governors, where the next runner up would be approached and if they were willing, etc. We can't do that now based on our policies, but we could change our policies as we are going to become compliant with mule and CA legislation.

PR&A Muller: Sorry, just to clarify, we could do the next runner up, but we can't just appoint a director, and the problem in this instance is that there is no runner up from the last election, so this would be giving the board the ability to appoint a director to fill a vacancy, which the Not

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 1, 2022

Time and Location: 730pm, Zoom and In-person

For Profits Act explicitly permits, so we wouldn't be going against any legislative directive, we would be better aligning the power of the directors with what the new legislation outlines, it's just another option for the board to consider.

Director Abu-Rshaid: I think that the policy recommendation brought forward by the COO and Director of Policy, Research and Advocacy was a great one, and I fully support it as a Brantford Director. I think if we could tack on that special election in January to appoint a Brantford Director soon that would be great, especially considering we are two meetings away from the end of the term anyway. I think that would be great.

PR&A Muller: The potential referendum question would still come back to the board at the end of the month for your approval, so you're not approving the referendum question yet, you're just giving us the direction to present it to you, but there would still be a subsequent meeting where you will be able to see the text of the proposed referendum question and then vote to approve or not approve that question.

Motion # 9 Adopt the Recommendations to abide by the Full time Staff regarding Election of a Brantford Director (**Abu-Rshaid/Phillips**)

Vote: unanimous

Result: Pass

15. Adjournment

Motion # 10 Adjourn of the November 1, 2022, Board of Directors Meeting (**Murphy/Phillips**)

Vote: Unanimous

Result: Pass

Meeting Length: 1 hour, 23 minutes, 39 seconds.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

Board Members Present: Chair Del Giudice, Vice-Chair Philips, President Symington, Director Abu-Rshaid, Director Murphy, Director Boettinger, Director Dermott, Director LeClair, Director Betivoiu, Director Goodwin, Director Elmasri

Staff Present: Director, Policy, Advocacy and Research Ian Muller, Executive Director Phil Champagne

Guests: Eric Meliton, Dan McGregor, Vice-President of Government and Stakeholder Relations (VP GSR) Kayla Han, Avinash Godse-shah

1. Call to Order and Indigenous Land Acknowledgement

Chair Del Giudice: We acknowledge the traditional territory of the Neutral, Anishabee, and Haudenosaunee peoples.

2. Regrets

None

3. Conflict of Interest

None

4. Adoption of the Agenda

Motion # 1 Adoption of the Agenda as presented (**Phillips/Murphy**)

Vote: Unanimous

Result: Pass

5. Laurier Sustainability Office Presentation

Meliton: Thanks everybody. My name is Eric Meliton and I'm part of the Sustainability Office. We have our colleague who's the outreach and program coordinator Dan McGregor, he is under the weather so I will take on most of the speaking requirements for today, but so you have face to name for the both of us. Just a little bit of high-level background for those who don't know the sustainability office: we have our goals. We are here to create this culture sustainability. Overall, these slides are to provide you an outlook of what we do, where we are going, what the next five years look like. We are a program that was created by you guys, it was 12-13 years ago that the program was created, to help create this culture, be able to enlist the abilities of the staff students and faculty, be able to lead sustainable practices at the institution and focus on all aspects of sustainability: social, environmental, and economic. What's intriguing over the last 12 years is that things have changed over those years, so we're in the next level of our five years

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

action plan, which is the gist of the presentation today, it's really to be able to push us forward with what the school wants to do, in this case Student Union. I've been asking Phil for this window of opportunity to share where our office is going and to gain access to what the student union leadership would like us to do, we work for you guys. Our goal is to help lead by example within the Ontario landscape over other institutions but also maximize the time you have with us while you are at Laurier to really move forward with what you would like to do from a sustainability side. Our program is very flexible, it used to be ridged, we are moving towards a flexible program, so we aren't trying to prescribe what we are trying to do, but we are trying to understand what people would like to do. That's the change of where we are going. Overall, our mission and vision, we're transforming Laurier into an institution that integrates sustainability practices, also creating that culture of sustainability through engagement, coordinating, and promoting sustainability efforts. That's changed over the years, there's been very good programs that have evolved, we're starting to phase out programs that we've had over the last twelve years and we're pushing towards operations focused, academic focused, and engagement focused which we will see from the five-year action plan. A little bit of background from our green house gas emission side, so back in 2009 when the program was created, we did a baseline, we're trying to project a 15% reduction by 2022, a 40% reduction on our emissions operationally by 2030, and achieve carbon neutrality by 2050. So, this is scope one and scope two only, and in this case, we are past our 2022 target, we're at 28% which is good compared to where we wanted to be for 2022, but we are well on our way to reaching our 2030 target being eight years away and we are at 28%. I think what's interesting about this target is that we really want to address what everybody wants to see happen, but as you know, old buildings, retrofits that need to be done, capital limitations in terms of cost, current situation with the provincial government, there's a whole bunch of challenges in our way, so we're looking toward the student leadership for that support and buy in, for not only our carbon reduction roadmap but the things we want to do moving forward. So quickly on the pillars of carbon reduction, what we are aiming to do operationally is reduce our energy usage, reduce our much we use for utilities, maximize the space that we have, so this is more geared towards faculty and staff, try or try to retrofit buildings from a zero carbon perspective, we're trying to electrify our fleets, so we are slowly starting on that effort, and trying to explore opportunities to utilize renewable energy. What's exciting about right now, we are about to embark on our consultation period for our 2023-2027 action plan, so you're the first group to get presented the actual plan. The draft was completed as of Friday of last week, it was approved by our facilities and asset management group, our leadership from that side. So now we're spending the next two to three months now in terms of consultation because most of our funding comes from the Students' Union, we wanted to make sure you got first review of where we want to go. So, the highlights of the action plan, we have 11 goals, most of our goals prior were very nebulous and open ended. We finished it, and we're halfway through, part way through, or finished it from where we started. I was brought in a year and half ago, to hold us more accountable, make us more time bound, make us less subjective and more focused on completion of implementation opportunities. So, we have created a bunch of smart opportunities, a very HR type of term, specific, measurable, achievable, relevant and time bound, so you're going to see a whole bunch of initiatives that you have a direct input on, and you can get involved in and that we can connect the dots on our UNSTGs in terms of the goals we want to complete on behalf of the institution,

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

but also, the ones that have been historically being pursued, just not really having a direction of how to do it. We have quite a bit that we have identified over the last year that is being showcased in this plan. To give you a highlight of what we've done since our team got put together a year and a half ago, please look at our link for our 2022 annual report. So as part of our action plan each year, we produce an annual report to showcase where the funding has gone and what kind of initiatives that students, staff and faculty have access to. Historically, we want to create a better relationship with the student union and the grad student association, so we are now meeting monthly, instead of a summary at the end of the year, to really understand where the student leadership would like to go. Our program is yours; the highlights of the annual report showcase what has been done, and I am hoping that this year's annual report for 2022/23 will highlight more initiatives that your fellow students have participated in. For the folks that aren't really aware of our program, I wanted to highlight where we have engagement opportunities: social media is a big footprint of ours, so we have three social media channels which have grown quite a bit, we brought Twitter back online, at the start of November of last year, so we're a year into using Twitter again, we have a monthly newsletter so we've done a lot of booting of late where you could sign up for the newsletter, get a free water bottle, free swag that we've given away, and this is an opportunity for you to get informed on a regular basis. There will be a link at the end of the presentation, a QR code where you can sign up for the newsletter, please feel free to do that, and if you are following us on any of these channels, please feel free to do so. We also still promote on our Student Portal, the Connect page which is focused on staff and the main news page. For events of 2022/2023 we have quite a bit that has already happened in the Fall of 2022, and we still have quite a bit that is coming up. This coming month in December and in early March and April. What we wanted to highlight here is that these are initiatives that are always going to be free, our program is never paid, so students have access to full scale programming to your disposal. It's always been meant as part of our mandate to be complimentary to students, staff, and faculty, so there is a lot of fun initiatives you can get involved in. Programming wise, we have consolidated this quite a bit to give you experimental access, so what's happened this week, is a nice announcement, is we have renewed our sustainable Hawk fund for 2022-2023, so we now have several projects that students, staff and faculty can apply for a \$30 000 bursary program. There is \$5000 per project potentially available for students to access, so if you have a sustainability idea or initiative, or a project, or even a venture idea, we encourage the students in the leadership and your fellow peers to apply for the Hawk fund. Applications started on Monday this week and go up to early January, and then the funding will be selected by our governance committee for disbursement, and that disbursement will happen March/April. So, the entire 2023/2024 calendar year, or academic calendar year will be focused on the implementation of your product. We are excited because the Hawk fund this year has really created some fun ideas and cool projects, there is AP areas now on Brantford campus on top of One Market. A student team that won the IKEA challenge is implementing their bioswale and permeable pavement parking lot at the science building, so that's a nice capital project that they wanted to invest in. There's a lot of fun ideas like that, so students are encouraged to apply for this. Any projects that don't get the funding, we have a nice window to customize the funding for the student. So, if the governance committee doesn't choose some of these projects, Dan and I have an opportunity to really explore if the students, staff, or faculty who applied for some of these opportunities, are able to

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

do some unique or customized funding for their projects. It's a nice opportunity beyond the \$30 000 to look at that. The big thing that we have really pushed since I started a year and a half ago, is to get access to sustainability in industry. Obviously, you're at school, you're at Laurier to get a good job after you leave school, so part of my opportunity is to provide you a bridge, if you're looking to gain access to the sustainability industry, we are trying to build up our landscape of our community network partners in industry for you to get access for networking, for you to get access for experimental opportunities, for you to get out there in the industry. So, highlights from this year for example, we sent a delegation of 11 students to the Canadian Water Summit in Niagara Falls, they got to stay over night for a two-day summit, participated in the inaugural downstream event, which was focused on networking in the water industry, if there is ever interest in the water industry. It was open to any student that wanted to participate, we kind of sent it out to the faculty of science, and the Faculty of Geography, to see who wanted to go, oh and the Faculty of Business. 11 students applied, they all got to go, overnight trip, nice conference delegation. We've decided to sponsor that next event here at Laurier, so that's going to take place in April of 2023, so students will have access to that come the Spring. For the action plan itself, as I mentioned there is 11 goals, there is a lot of writing here, so I'm not going to jump through slide to slide, all the pictures that are going to be shown on each slide, are actually photos from last year's annual report, so it highlights things that were done, but as I mentioned each goal is now going to have a SMART set of opportunities, a breakdown of the years of where we are going to go, and a linkage to the United Nations STGs, sustainable development goals. The big one of us, from our climate side is to reach our 40% target by 2030, so the three goals or ways to get there, is establishing this mechanism for carbon emission reductions, resetting our baseline, so that baseline was done in 2009, because that was 13 years ago we want to make sure we are hitting that target accurately, so we are resetting our baseline in 2023/2024 and then developing a metering strategy. So right now, our utility monitoring isn't as accurate as we would like it to be, so focusing on data and maximizing the use of data and making it so it's not as archaic. Laurier is still getting paper bills, and manually inputting those into spread sheets, and having to track that every two to three months, on a time delay, based on what the utility bills show. It's 2022, so I'm looking at it as something that we shouldn't be doing anymore, so these are the types of initiatives that we would like to highlight. From an energy and water side we want to improve energy and water conservation across the campus and can contribute to deferred maintenance. So we want to increase our monitoring of our water usage, so we are trying to do some audits for both of our sets of buildings for both of our campuses, building out our energy bench marking, we have KPIs that we want to aim for, which are focused on how we set our temperatures, how we use our utilities, any sensors that we have, we are still trying to improve this, this is something that we have a long term plan around. We are looking at trying to maximize the way we design things, so there has been things around green procurement or green design standards, these are things that have come up quite a bit, we're hoping to establish that with our procurement team and our planning team long term, and maximize the use of BAS or Building Automation Systems, these are the sensors you see when you walk into a room and turn on the lights, turn off the lights, and that also relates to how the temperatures are used as well, and temperature settings during the Spring/Summer and the Fall months, so you can see that, that we're still trying to retrofit some of the older buildings to catch up to what we have. From a transportation side, we have two sets of goals here, so increase the

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

uptake of transportation programs and improving the campus fleet. So, there's quite a bit of work that has been done on this, focused on staff, focused on access to students to have access to electric vehicle chargers, having a corporate bus pass for staff and faculty, we're looking at reducing our footprint for travel back and forth to campus. There has been an awareness brought for air travel for professors who are going to the Northwest Territories for example, there's a bunch of different things we can attempt to tackle. So, transportation is a big one for us because it's within our control, we can make choices that are better, so that I know that is something that we wanted to highlight here. From a waste side, I think what's unique with this is that this is something that you can help input and provide support for daily. So reducing how much waste is produced, so those targets don't seem that they are very big, but our diversion rates aren't that great, so what we want to challenge students, staff and faculty is to just bringing that awareness to the initiatives that are in place, so there is a lot of comingling of different types of waste streams that are available for different types of sorting, if you go to Fred Nichols you have all these types of sorting stations, you have a very nice washing station there right at the front. I was impressed by this, being that I was at a different program before working with a lot of the industry sector, it's nice to see that Laurier has a lot of programs in place. So, it's just an awareness and education piece, we are trying to constantly bring that to the forefront for the students, staff, and faculty. Food and dining, this one is a fun one for us, to help with both food services and our different vendors within the institution. We're really trying to increase how food is a big factor, to increase the awareness of what we can do to reduce the waste imprint of food, trying to find better ways for students to access, more affordable ways of generating food, and then there's a lot of different options we want to transition to zero waste dining, long time. So, if you haven't seen it already, our office invested in a friendlier reusable container. So, if you see blue containers from people eating at four restaurants on campus, that's actually from our office, it's a two year pilot that we are working on with a company based in Waterloo of reusable containers, you sign up for an app, buy your food, eat your food, scan the app, bring it back, and then you get a 50 cent deposit, so very similar to the beer store model where you get money back for bringing the containers back, the same container program here. So, we're hoping that has gotten some awareness of zero waste dining, and zero waste options that can reduce that, we're also trying to work with the food distro to see if we can increase how much food is available with corporate donations, and to offset what we generate from a food services side, so that's an exciting long term set of initiatives that we wanted to highlight. From grounds, we're at goal seven out of 11, we're really trying to beautify the campus, in terms of landscaping. We actually have a landscape master plan, that was published in 2020 right before the pandemic, so it kind of got pushed aside because of the pandemic, but we are trying to bring back elements of that, so that bioswale raingarden, sorry, so bioswale permeable pavement installation that I mentioned earlier that the students are leading as part of the Hawk fund, that's actually part of one of these initiatives, then replicating our Bee city, our Bee campus designation, at the Brantford campus, that's something that we have at Waterloo, it's good examples. So, there's elements in that landscape master plan that we would like to maximize, we also would like to make awareness of Northdale Garden, so that's 66 Hickory, it's about a kilometer walk away, it's not that close, but there is 44000 square feet of community garden space. This coming spring/summer will be the first summer that we will offer plots for students, staff, and faculty to gain access to planting your own gardens, with the partnership with the food justice garden, we

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

are going to see if we can identify more spots on campus for more garden space for that to be available. So, it's an exciting time for students who want to get outside, who live here during the summer be able to grow their own food, full access to the garden space that they have. Quickly on the coordination and planning side, really this is talking more about contracts and agreements and different training opportunities for staff and faculty, but also to influence behaviour change. So, the things we want to identify here, is to really maximize how buildings are used, the way we buy things as an institution, and what people learn about when they start here both as a student or as a staff member, or as a faculty member. So, these are the types of things we are trying to influence. The next three are probably more important to the student groups, in this case curriculum. So, what we try to provide here is an opportunity to gain knowledge, a whole bunch of different opportunities over the years, a lot of engagement programs and initiatives, we want to continue that. So, while all the programs earlier in the slides, the list of things we are doing; we want to gain your input and support in participation for the things that we have on the go. It's only a team of two, but if thousands of people participate, we get excited. So, there's a lot of opportunities for you to participate in the coming days. From a research side, we are really trying to improve collaboration between our office and academic programs, we've highlighted I think about 150 different courses that are offered with a sustainability theme involved in it. What we are hoping to do is package that all together into a micro-credential, so if you ever thought of going back to school, or you thought I've doing something completely different from your degree, we're looking to build an open-learning micro-credential with the open-learning team, we want to create a living lab capacity. Living lab is a buzz term, but really, it's just experiences, building an opportunity to build those experiences for you, but we are really intrigued by new ones, so students have input on ones that they want to do, we want to hear from you. The last set of goals is focused on engagement. So, engagement in this case consolidated the goals that we had for EDI, Equity, Diversity, and Inclusion, and for Indigenous studies and Indigeneity. We didn't want to amygdalate that too much, but there was a lot of goals that were separated, but there is now an EDI team, there is an Indigeneity Team, so we thought rather than leading those things, which we really didn't have an ownership on, we really wanted to continue to support them. So, this is where the condensing of some of the goals in engagement happened. From engagement though, this is probably the best access to our program and to the two of us in working with the students and the peers, is being able to provide you with as much opportunity as possible, we are really open to working with you on finding that, whether that be student employment, co-op placements, mentorship and industry, these experiential learning opportunities at network events, going to things, that you get to do, that's all within your access point, and not a lot of your student peers know about it. So, we're trying to gain access to the leadership group to find better ways to maximize that opportunity. That's it for me.

Chair Del Giudice: Thank you very much. I am very happy to see that we are on track to reach our sustainability targets, it's very good to see that we are also revamping some of our targets to meet modern day goals. I am very excited to see all the new improvements that will happen on campus.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

Vice-Chair Phillips: As Directors on the Board, a lot of the decisions we make are around how to responsibly spend student dollars and that can be tricky to balance. How can we as board help balance that and make those decisions?

Meliton: I think what I find interesting with that, over the years, the last seven years, we haven't had any increase in the supportive capacity beyond the inflationary side, and so it's interesting that our program has been very effective in providing that support to the student union and to the student opportunities, but buildings is a big limitation. So, I think the challenge with our program is that it's based on headcount of students, it's a small contribution, it's a little bit more than \$5 per student, that's still a lot of money to create these initiatives and create these programs, we're really an advisory group in support of our facilities team to help with the bigger picture stuff, so the stuff that you're talking about, like on our side, the capacity that we didn't have before Dan and myself got here, in the last year and a half, is actually aligning with brokering with government grants, for corporate contributions, for potential endowments. So, what I'm excited to share is that, I bring that capacity, I spent the last seven years prior to coming here working for the Toronto Region Conservation Authority, as their corporate facing sustainability person, so working with the industrial, commercial, institutional sector and all of those GTA national/multinational companies, their biggest needs were corporate contributions, grant funding, brokerage for relationships for maximizing either carbon reduction footprints or capital management, and so I am providing that now for our facilities folks in addressing some of the capital challenges that we have. There is quite a bit of priorities, every year I think we identify 50-60 million dollars worth of potential projects that we need to do, but because our capital plans don't really align with how much we can spend all the time, the biggest gaps are stuff that I am now targeting and working on. So, your resources now are being really maximized, I'm using it more as leverage to match the capacity that we have. So, a good highlight as an example, to reduce a big reduction on our carbon footprint, we applied for the low carbon emission fund, and we put in a 9.5-million-dollar funding grant back in July of this year, that will allow us to put a geothermal plant underneath five buildings. U of T just about to build one of these and we're excited that, we aren't trying to copy what U of T is doing, but geothermal here in the region would address our targets right away, we would reach our 2030 goals, we would get really close to what we want to do for 2050, but no one has \$20 million sitting around. So, this is the thing I would like to see us try aim for. The other thing I am trying to push for is Alumni reach, we are trying to create an endowment fund through our sustainability office to use some of the money you've given us to challenge alumni to give back not just their time but their resources if they can financially do so. So the younger alumni, this is not realistic for them, the older more established alumni, this is something that has never been asked of them, so what's exciting about that is that I'm bringing that to the group now, because our peers in other institutions have never even thought of this, this would be a game changer to have a sustainability endowment fund for the institution for us to fund initiatives that you are talking about. So, I wanted to bring that to the table here because that's what we were brought in here to do. This is what it is evolving into, a lot of our programming across the province are cookie cutter of each other, we copy and paste, we replicate, we are never going to be as big as Western, York University or U of T, but I look at it as we can lead by example, we can be the first to try things, we can be the first to implement, and that's from your leadership.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

That's something I am taking from heart, from students that I have met with from the last year and a half, this is what they want to aspire to do, maximize your four years, be proud of the four years, or however long you stay, and be able to say, I contributed to that idea. So, leadership by example within the institution base.

Director Abu-Rshaid: Has the sustainability office looked at any potential retrofits for energy efficacy that we could implement at FNCC and the Brantford Student Union building?

Meliton: That's a great question for both buildings. From my awareness, there is already identified retrofit potential for both sets. They are in the que for the next five years in terms of budgetary cycle, so if you would like I could go into it a little bit further from digging up the actual priorities list for our facilities folks to see what the timeline for some of these opportunities is. There's been a lot of investment as you would have seen for One Market, a lot of the money in Brantford is going into there, because it's such a big space. It is a potential revenue space as well, but you're building out there, is in the list of things that need to be done, and that would be the same for FNCC building as well in terms of opportunities there. I think what would be useful for us to share after the presentation as a follow up, and I'll take this down on my side, but I will definitely want to hear from you if we don't get back to you right away, is to be able to share what's already been done, I think what's missing in that element is that you see a snapshot of it in your term as a board member, but it might have already been done six years ago. As much as you might see signage that we are trying to update, because I know some of our signage is out of date, we've acknowledged that there isn't really a lot of case studies, there isn't a lot of interactivity for the initiatives that our facilities folks have implemented, and it's behind walls, or it's in data sets that no one sees and our group might be the only group that gives you access to stuff like that. We're excited to start to bring in dashboards, we have a pilot that we are going to be developing a dashboard that you can access, real time information, real time usage, it's probably going to be targeting the six largest users of energy in our portfolio of energy at both campuses. That coincides with our metering strategy to really get accurate data because you can't do a real time dashboard if you're entering it manually on spreadsheets. So, these are things we are excited to bring, and other institutions have done that, so this is some of the things we are trying to copy as best practice, but I'm excited that you're excited about the mentorship capacity, the job mentorship capacity, our office has historically never done that before. I do mentorship for fun, and so I offer it to any student, if they want to learn about this industry sector, if you want to learn about cleantech, or water sector, different type of manufacturing sectors, I like Phil, the comment earlier, I am in my 40's, early 40s, so I have 20 years to in part, and I'm excited that a year and a half ago when I got the opportunity to not work for hundreds of clients anymore but for now to work for one, what's really exciting about the one is that I can really focus my time and energy, and the capacity, and bring that to the institution as a Swiss army knife. So, the opportunity is there for you Mohammad and for anyone else on the student union leadership side.

Director Abu-Rshaid: Thank you, I look forward to seeing that brought to the board so we have a clear snapshot of what happened and what could happen in the future. The second thing I wanted to ask you is regarding what are some of the social and economic sustainability targets.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

What are some of the initiatives that you can bring in on the social sustainability side but also the economic sustainability side for the institution, the people working in the institution, and for the students?

Meliton: From the social side, I think from my side Mohammad, it's looking at providing you with as much access and opportunity. Everybody knows sustainability from the environmental side, the social and economic side kind of gets lost a lot of the time, and we are trying to rebuild that perspective so that students can see that we are trying to do more from the social and economic side. So, the focus at this point right now is on food insecurity, we are really trying to look towards that, I know that there are hundreds of students now that are using the food distro, that's offered by Martin Luther and LSPRING for example, that's happening also at Brantford campus. That was eye opening for me, I got to visit the distro, seeing the line up for students that are snaking around the building, it made me realize we aren't doing enough. So, we're actually working towards expanding the capacity that the distro can receive materials from the different corporations and donor groups locally, they don't have enough storage to take in as much food as possible for their weekly distribution, so we're trying to remedy that, we're buying new refrigerators and freezers with your resources, we're trying to convert a storage space, I'm actually going to use my network to see if we can get corporate donations from places like Maple Leaf Foods and Weston Foods, and Sobeys as examples, to see if we can get bigger shipments of processed goods and fresh goods, so that students have more access and we can address the problem for more people. So that's a big social one from our side. What we have tried to do as well, we used to have a mandate to hire a full time student during the spring/summer semester to help with planning, we now have a full time student every semester, we've gotten hiring grants for the students, \$10 000 hiring grants, rather than saying we got two students for free, \$10 000 each, we've doubled down on that, so we've hired part time students to fill our gaps and resources, so we now have for this semester we have eight students employed by our office, one full time, seven part time, and we're projecting to be about the same during the winter semester, so we're very proud of that. That helps with co-op placements, that helps with network development for professionals for these students as they become professionals, and then that gives them access to the industry. We're also trying to make awareness from a social side where career path development happens, so working in partnership with alumni relations and the career center, we're just about to start a Leaders for Sustainability Speaker Series. It will start the first week in December, our first guest will be Mike Morris, a member of Parliament, and we want to have students see themselves becoming these folks, you know over time become leaders in the community, doesn't have to be environmentally focused, so we are trying to invite social and economic type of leaders. The highlight for the March speaker's series will be Dolf DeYoung, the CEO from the Toronto Zoo, he's a Laurier grad as well, so we are hoping to see more people come to that, so that they can learn how they can become better citizens as professionals. Those are the types of things from a social side. From an economic side, for us, the biggest thing is utilizing these resources that we have for leverage. So, when I got here, I was impressed by the sustainable Hawk fund, because it's a bursary program. We are trying to initiative legacy projects for students, staff, and faculty, to leave behind during their two- or four-year window, as they move on, that project will remain. That could be a social project, that could be an environmental project. What I was excited about, is that we need more money for that, this

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

was the first year that I started in 2021 where we gave out the full \$30 000, we ended up giving \$37 000 away and all these projects were all well designed, the students really put their hearts into it. What if we could do \$75 000, what if we could do \$100 000, starting to challenge that amount, to see if there are enough students that want to do things here, build that legacy from an economic side. Could they create businesses out of this, could they create commerce out of this, could this turn into revenue for the institution, a whole bunch of different things, the sky's the limit. \$30 000 can only go so far, but I am excited about the energy brought forth by your peers.

Director Abu-Rshaid: Perfect, I'm just going to wrap this up with one last question. I feel like this is the most important one to all of us. What are some of the things that the student union from an operations perspective, and what can the board of directors do to accelerate your work?

Meliton: It's almost like a planted question from my side, this is the question I was going to ask. For me, what Dan and I see, and our staff see, is that there is a tremendous amount of participation from the converted, there's hundreds of students that participate in hundreds of initiatives over the year, we're quite proud of at the end of the year, a thousand students participated in our programming. Then I look at the flip side of that. There are 20 000 students at Waterloo campus, there is almost 3000 at Brantford, so we get 1000 of the 23 000, and if you really count that, it's probably a smaller number. So, the biggest thing we have trouble with is as a team of two, even with our social media footprint, even with part time students for staff, we can only reach so far. So, the biggest thing is collaboration for coordinated messaging, making sure there is awareness at the right places at the right times, I've been trying to build bridges with athletics for example, trying to build bridges with different academic programs, and with different faculty, but the student union has the biggest power. For me, it's gaining access to your communication channels, your leadership groups, word of mouth, there's only so much you can post and get news out. The biggest example for us which was an eye opening one in a good way, when we announced the return of the free store, when it didn't get to open during the pandemic. The first week of school we did one post on the news on the main page for the website. We had a line up of 30 people waiting to go in there, and we average about one to two people a day now, so that first day, we had a concert line, which felt like a good accomplishment. It was through awareness of word of mouth, so I am a big fan of trying to build that, the only way we can do that is to give you the materials and tools that we have, the content that we must really promote that to your peer groups. We don't have access to that as staff, we go home at 5 o'clock, a lot of the conversations happen over drinks or food on the weekends when you are studying, we don't have access to that as staff members. So, we need to be able to bridge that communication channel and communications piece, so you asked the question that I would like to ask. How do we do that?

Director Abu-Rshaid: I think it would be a really good idea to have a discussion as a board to see what we can do as a student union to help build that bridge between us and your office, so we can get this messaging out to the students, because based on my experience, we can reach a lot of students when there is a conservative effort. Thank you so much for coming here tonight.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

Chair Del Giudice: I would like to thank the Sustainability Office for presenting us with their goals and for many of the options we can do as students create a more sustainable campus.

Eric Meliton and Dan McGregor left

6. Adoption of the Consent Agenda

Motion # 2 Adopt the Agenda as Presented (Abu-Rshaid/Phillips)

Vote: unanimous

Result: Pass

7. Comments from the Chair of the Board & CGO

Chair Del Giudice: I only have one comment for this evening. I noticed that there are some Directors that are not present this evening, without sending regrets. So please in the future if you are not going to attend a meeting, please send regrets within the 48-hour window, this way we can have an idea if we are going to be able to meet quorum. Meeting quorum is one of the most important things about being on the Board, in addition to providing your views and perspectives on many issues.

8. Comments from the President & CEO

President Symington: Hey everybody. I have a few updates. One, this one probably effects you guys the most, and that being the contract of the teaching faculty bargaining update, so just a recap of labour action. Contract teaching faculty and part time professional librarians will be in a legal strike position on November 18, 2022, so that's three days from now. They have indicated that if a new agreement is not reached with Laurier, they will be off the job as of Monday November 21, and contract faculty for context are those individuals who provide instruction on a course-by-course basis, are hired on a course y course basis, and they have a different collective agreement than the full-time faculty and professional librarians. So according to the university, approximately 500 contracts were issued for teaching courses, during the fall 2022, negotiations began during May 2022, and have continued throughout the summer; however, a period of conciliation failed last month, so negotiations are continuing. In terms of the students' union engagement, we're coordinating with the GSA, the grad students association, so we're executing an intentional communication strategy focused on encouraging negotiations and any agreement so we maintain that idea that students don't need any more barriers to staying inside the classroom especially after the last couple of years, so on November 4th a strike FAQ guide was published to the Students' Union website, and amplified through our social media channels to provide information about the potential strike and links to more information to provide, from both the faculty association and the university side, and then on November 14th a joint statement was issued that urged the faculty association and the university to utilize the scheduled session with the mediator on November 15th, which is today, to come to an agreement. If an agreement is not reached by Friday, a further statement is planned, with similar with more pointed messaging, about the imperative, I guess how important it is to avoid a strike. In the event of a strike

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

commencing next Monday, a revised FAQ guide will be planned with an expanded scope to include information about navigating strike both academically and while attending campus, as obviously that may affect services. So, with that said, students can contact SU feedback at wlu.ca which I will copy and paste into the chat, for additional information and support, and the Director of Marketing and Communications, and the Director of Policy, Research, and Advocacy are wonderful, our Ian Muller, are monitoring and responding to student inquires. That was the big one, and I've just posted that email in the chat. On a little bit of a happier note, health and wellness month is still in full swing. World kindness day was on Sunday, but for the Students' Union it was yesterday, so if you've gotten the chance to be on campus on the last couple of days, you may have seen one of the thousand sticky notes we have plastered everywhere, just to reinforce our positive health and wellness messaging, on top of that a huge success we have seen, is on the idea of us building on brand through health and wellness month with our hoodies. We had about 140 to go on sale, and we've sold over 2/3 of that in just over 24hours, or just as I left the office, so that's a pretty huge success, so something that we are proud of as of right now. As health and wellness month chugs on. On top of that Wilf's has moved from bi-weekly programming back to weekly programming, which is good as we try to increase student engagement, we finally have the staff to facilitate that. Last, but certainly not least, Kayla has been working hard (VP of Government and Stakeholder Operations) has been working hard to develop what I like to call a campaign campaign regarding Laurier Votes this coming January and creating some strategies for student engagement on both the candidate and voter side of things, so she is also here in attendance today to present on those ideas as well. Those are my updates.

Director Abu-Rshaid: Two questions. The first is comments. I've seen your campaign on your strike position, and I would like to say that the Student Union side is doing well. The second point is that I would also like to say thank you for all the great events you have been running over the past couple of weeks. World kindness month has been a very good success on the Brantford campus, and I have received great feedback from the students regarding the sticky notes. Second nice thing is that I am really excited to see Tinder Tales coming this Thursday, I am really excited to participate, it is hilarious. The last part is, I am happy to see that your VP of GSR was recently at Queen's Park meeting with different policy makers and trying to advocate for our students to the best of their ability. Thank you so much for what you have been doing and looking forward to seeing a positive resolution to the current strike position.

9. Comments from the Executive Director & COO

ED Champagne: I don't want to add too much to what's already been stated in this package, but we have been working diligently both Shane and I, and I've looped in Ian because over the last handful of days I've been ill, covid negative thankfully. We have been working diligently with the department of student affairs, trying to work through some of their budgetary stuff as we continue to work on the student advisory affairs agreement, as such, both myself, Shane and our partners in the graduate student's association are participating both actively and passively in the student affair strategic plan. We retreat tomorrow into the Senate and Board

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

Chambers, so looking forward to helping them develop a strategic direction in that department and the work that we all collaboratively do over the next five or six years. That's the major focus.

10. Approval of the October 18th, 2022, Meeting Minutes

Motion # 3 Approve the October 18th, 2022, Meeting Minutes (Abu-Rshaid/Elmasri)

Vote: 7-0-0

Result: Pass

11. Election Promotion Collaboration Proposal

VP GSR Han: Alright, good evening, Directors, thank you so much for having me here today. I have a pretty short and sweet presentation for you. I refuse to call it the campaign campaign, I prefer to call it that Student Engagement Strategy Plan, it's a little bit more formal. Just to introduce myself quickly, my name is Kayla, I am the student unions' vice president of government and stakeholder relations, and yes, I am currently at Queen's Park, and I appreciate those comments a lot of Director Abu-Rshaid. If you want to touch base and talk about some of the issues that we talked about at Queen's Park today, with the Ontario Undergraduate Student Alliance group that you met with last month, so I think the advocacy efforts have been meaningful. I met with a lot of MPPs, and they are listening to student's voices, it's a lot of good impact we would love to see here, and yeah, I am happy to share those experiences at another time.

I do have the student engagement plan that I would love to have your support and your input in, I have been a former board director in 2020-2021 in my third year, and I just recently graduated as a political science graduate way back in April, so right now I am doing my term here, and I am continuing to stay engaged to a certain degree with Laurier Votes. In the last couple of years, I was Laurier Votes tictoker, you can probably find me in the archives of the TikTok accounts somewhere, I recommend not, but it is still existing on the pages. So, what I am here is to tell you a little bit more about, is voter engagement. As you all know, from the last election from way back in January, we had about 14.2% of the Laurier population vote in January of 2022. So that's only 2715 undergraduate students from both the Waterloo and Brantford campuses that have voted in this election in just the last year. So we recognized that this is a trend in a lot of universities, such as McMaster had about 11%, Queens with about 16%, but we do see that this range still exists, between the 10-25% mark, and this is not the student engagement that we need, especially with all these questions that are coming up with referendums, with the potential candidates, and we want students to be informed as much as possible before entering the new fiscal school year of 2022-2023, we're still in 2022. So essentially, what the question is, what can we do to get students to vote? So, we have established a student engagement strategy plan or the campaign campaign, as Phil and Shane like to call it, so in which we want to inspire students to engage in the student leadership roles such as the students' union. We can see all you bright folks who are here today as Directors today, and we want to continue this trend of bringing students into these kinds of leadership positions, and encouraging them for board of directors, senate, and presidential elects as well. We do want to bring awareness to potential

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

candidates of the students' unions' structure as well as the roles and responsibilities of the elected positions. Sometimes we do have candidates entering the role without any knowledge of how student union structures initially work, but we do want to be able to encourage students prior to them running about how it works for them, what were their expectations in the new year, and how can we better prepare them for that. We also want to bring awareness to the voting process, as well as the referendum questions that inevitably impact students, so we do want students to be aware of how they vote online as well as the questions that they might be presented so that they aren't shown all this information all at once in an overwhelming format and that they have time to engage and process the information given to them. We also want to support students with the onset of a campaigning strategy, campaigning is quite overwhelming as our President has mentioned, it's a lot, you have to put yourself out there in front of a lot of people, and we want to be able to support students on that kind of journey and kind of help them show what this process looks like and how can we better engage with them. Some important dates to keep in mind, I believe that the information session is still to be determined, however, the next few deadlines are upon us, the nomination packages are due early, early January as soon as we essentially get back from our break. The all-Candidates meeting is on Sunday January 8th, at 7pm, and then the campaign carries January 8th all the way down until January 24th. So right after all Candidates meeting, half an hour after, you can start that campaigning process and then on January 24th at 730am that's when its finalized. Then we see the voting process from January 24th at 8am until January 26th at 8pm, we encourage students to really get on their laptops, get the vote out at that time, and then we have a results election night on January 26th at 9pm. Usually this is quite a fun celebration, I know many of you have not had the opportunity to be able to do this in person, but way back when, we had this kind of event at Wilfs, we would celebrate all together, and we would all see those campaigning parties congratulate each other, and we kind of introduced ourselves as our new roles, this is actually when Shane and I got to know each other a lot more, as we were Board of Directors at the time. So, it's quite an engaging process especially when it's in-person and its great that we have that privilege to do so but knock-on wood we want to be able to be in-person for January. So, essentially, we do want to ask the questions: how do we meet the students where they are? The timeline we have presented here is quite a tight timeline especially with exam season upon us. So, what the governance coordinator role continuing to be implemented, our department the government and stakeholder relations has a few ideas for the Board Directors to motion forward on developing a plan to support students with the voting process and engagement, and this is to simply lend a helping hand for the coordinator to be able to engage voters based on capacity and we would love for you to be a part of that process. We want you to encourage our potential candidates and voters through your leadership and representation as SU leaders, and as mentioned we are finally back on campus, so we do have a bit of room and flexibility and room for creativity on how we can facilitate this kind of process, and I'm happy to hear some feedback and kind of hear your thoughts on this and what multi campus models we can adopt as well. So, please feel free to let me know as well. One of our first starts for the student engagement strategy plan is to campaigning process where we do have some soft promotions, we have some digital signage in the concourse at Waterloo, and RCW in Brantford, so we do want to make sure that students can see the digital signage on the TV screens. We also have these eyelet posters with election dates available, election positions available along with the nomination pack dates, so students can

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

be given that, you can see it in the Starbucks line, or you can see it at Golden Grounds, and you can see that there are these opportunities for you when you're just waiting or studying in the spaces that are there. We also want to start using video promotion, so we are expanding our marketing team at the Students' Union right now, so we want to help facilitate what this digital marketing could look like. So we have this small promotion called ask#askshane, where do a 75 question style where we ask Shane to discuss his campaigning experiences, and as mentioned President Shane has that experience of what it's like to be upfront, what its like to be in that intimidating position, and what it's like to be in front of the school and telling people about who you are and why they should vote for you. So, we want to gauge that experience and see what can be said by him that could encourage other candidates to come out. We also have a possibility of a president elect video, to be promoted on the digital promotions for the TVs outside, so students can see the student on these TVs in the same spaces, and this is where I would love your support. We can also do a day in the life of a Board Member/Director's video, so this is where we want to see you engaging in your role, and see what you do as a student leader, and this could be posted on our Laurier Votes TikTok account, our social medias, and we just want to blast that too, to make sure you get that experience out there, what it's like to be in your shoes too. The last thing we wanted to talk about was how to Campaign 101 workshop. So, this is where we have a unique opportunity to work with our current faculty, presidents, and Shane as well as the current SU president. So, we do have several of the faculty organizations on both campuses with presidents that have gone through a campaigning process, whether elected in or not, they would also have that knowledge about what that campaigning process could look like, and it would be great to have as many students as possible to talk about the building of engagement in general. So, this is where we see a lot of value in that role. So the student engagement plan for voting is a little bit more outreach to the general student body, so this is where we have our campus advocacy committee on both campuses, we have one on waterloo and one in Brantford to be able to do an interactive referendum question, so this is where we are in our main spaces, so RAC in Brantford and Concourse in Waterloo, to have a sticker chart based on each question, we had an advertised give away on voting materials and merch, typically we do have a budget for students to be able to come out, and have a chance to win something really cool. This is a really good way for students to be able to see what they care about the most, what is something that is going to be on the referendum question, what are they going go vote for, what do they need to know prior to actual voting dates. Can also facilitate some video campaigns with some help from our marketing team and phone my questions, we got one of those phone mics that is connected to your phone on TikTok if any of you have seen that, we would love to have some sort of connection like that to be able to engage students on campus and see what they think about the voting election process itself. Typically, in the past, we have done Krispie Crème doughnuts in the concourse and RCW, so we would have teams or volunteers using student union laptops with students to sign in with their Laurier credentials, and once they vote students can get a free doughnut. It's quite an easy process, it is a little interrogated, because you must be like "hey, you want to vote, I'll give you a doughnut" but it does bring up the numbers, but it does kind of make you feel rushed, because I want a doughnut, but I don't know any of the candidates. So, we don't want to rely on this method entirely, but we do want to use it as a possible technique because hopefully students can get that exposure with the digital promotions and the way we are using our committees, to be able to engage with people on campus prior to that voting experience and then we use the doughnuts. Another thing about voting is a faculty association voting promotion

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

technique. So we work with our vice president of clubs and associations Haley, who is incredibly awesome and she is able to work with her team to meet with various faculty associations to promote the incoming election season to various clubs, so all clubs should have a training at some point in January in which they will promote this to their clubs so that they will be able to come out and vote or encourage them to tell their friends, or promotional materials that would be awesome. Also, she is meeting with them and her team with other faculty associations in between those timelines, so if we have something facilitated for them at that point, they could easily at that point get the information out. Also, we would use physical cards, like "what are you voting for" in study spaces, so this can appear like a regular small piece of paper, but it actually lists all the referendum questions and dates to vote. So, it gives you all the information ahead of time, but also gives students an idea about what they will be voting for, and this doesn't necessarily include the candidates' names, but this will include the information, and how to access that information if needed, if students wanted to learn more. As well, as well as the dates to learn when to vote, how to vote, and how they can get their vote out there. So there is a QR code to your students union where we can have a lot more of that information, but we also recognize that this is an accessibility piece and we want students to be able to access this whenever they want so they can take these voting cards home, or leave them in concourse for other students to see, or leaving it in a main study area that we recognize a lot of students work in, like I said, this is something we can really do online, so it's something we want to explore with an in-person campaign. This is just a rough estimate of the timeline of what we are expecting within the next few weeks or so, we see that November 24th, the available elected positions will become available, and they can be promoted. So, they are soft promotion techniques. December is a busy season, but we do want students to start thinking about what are those possible opportunities that they could have, so we could promote the @askshane, a day in the life of a Board Director as well as the how to campaign workshop, that could be quickly facilitated usually between exam seasons. In January, that's when a lot of things start rolling in, especially as students get back from the break, we are starting that campaign facilitation process and getting Laurier Votes out there, and just making sure students are aware of campaigning as much as possible. Documentation due, all Candidates meeting, all that fun stuff, but in January we have the plans for having a student union committee supports, or campus advocacy supports on both campuses are willing to help out with the referendum question ideas and the club engagement from the vice president of clubs and associations, and then on January 26th is voting results, and we will be wrapped up by then, it will be a fast term. Shane and I are on our way out at that point too, so that's a scary thought. Overall, like I said this was quick and easy presentation that I wanted to share with you, I am happy to talk about it more with you, if you want to take my email, or send me any questions, I am happy to give more explanation. These are just basic, broad ideas that I've had since I've been part of the board of directors campaigning strategy or as a director myself within the last few years. So, it's been a long time coming, but none of these are hills to die on, so if any of you have any thoughts at all, I am happy to share my feedback as well.

Director Abu-Rshaid: What can we formally do to help with this engagement especially in Brantford, because Brantford students are not on campus on the weekends or on Friday nights.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 15th, 2022

Time and Location: 730pm, Zoom

VP GSR Han: I will keep that in mind, I do go down to Brantford weekly, so I am able to be on campus for a lot of it, but I do recognize that a lot of the time when this is happening, I will have to go down a lot more, but we facilitate a lot of rides back and forth, so that's not a concern, and I have an AVP in Brantford who is very on top of this too.

Motion # 4 Formally allow Kayla Han to spend funds that were appointed into the elections account last year to promote election engagement for this current year (**Phillips/Boettinger**)

Vote: unanimous

Result: Pass

****Kayla Han leaves****

12. Nomination Packages

PR&A Muller: Good evening, everyone. So, as you saw in the agenda package, copies of the Board of Directors and the President CEO, they look a little bit different, essentially, we just took a run at updating them, and clarifying some of the role expectations particularly with respect to the board. The idea is to make it as clear as possible what these roles are, to eliminate bulk expectations about what you may be doing, so in particular in the board nomination package, guiding people away from developing a platform, because as you know, you aren't necessarily bringing individual goals to the table, you are coming together as a collective group to make decisions and provide oversight, as the general gist of this new orientation, just trying to make it crystal clear what the roles are and what to expect and how to present yourself as a choice to the membership. Just wanted to provide the board with those updates, and to take any feedback and suggestions you have before we finalize them.

13. Direct Inspection Committee Elections

GP#2g3

Nominations: Phillips (stand) Dermott (away from computer) Boettinger (stand) Goodwin (stand) Del Giudice (stand)

Motion # 5 Acclaim Directors Phillip, Boettinger, Goodwin to the GP#2g3 Direct Inspection Committee (**Murphy/Abu-Rshaid**)

Vote: 5-0-2

Result: Pass

BMD#1

Nominations: Abu-Rshaid (stand), LeClair (stand), Murphy (do not stand), Dermott (stand)

Motion # 6 Acclaim Directors Abu-Rshaid, LeClair, Dermott and Del Giudice to the Direct Inspection Committee BMD#1 (**Boettinger/Phillips**)

Vote: 5-0-3

Result: Pass

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 15th, 2022
Time and Location: 730pm, Zoom

14. Announcements

None

15. Action Items Summary

None

16. In-Camera Session

Motion # 7 Board of Directors proceed to an in-camera session (**LeClair/Murphy**)

Vote: Unanimous

Result: Pass

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

Board Members Present: Chair Del Giudice, Vice-Chair Phillips, President Symington, Director Betivoiu, Director Murphy, Director Abu-Rshaid, Director Elmasri, Director Boettinger, Director LeClair

Staff Present: Director, Policy, Research and Advocacy Muller, Executive Director Champagne

1. Call to Order and Indigenous Land Acknowledgement

Chair Del Giudice: We acknowledge the traditional territory of the Neutral, Anishnawbe and Haudenosaunee people.

2. Regrets

Director Dermott
Director Lafarciola

3. Conflict of Interest

None

4. Adoption of the Agenda

Motion # 1 Adopt the Agenda as presented except for the Direct Inspection Committee Reports (Murphy/Abu-Rshaid)

Vote: unanimous

Result: Pass

5. Adoption of the Consent Agenda

Motion # 2 Adopt the Consent Agenda as Presented (Boettinger/Phillips)

Vote: Unanimous

Result: Pass

6. Comments from the Chair of the Board & CGO

Chair Del Giudice: Good evening, everybody, thank you all for coming out during this exam season. First off, I would like to make remarks, that we have reached a tentative agreement with contract faculty, very glad to see that students will have uninterrupted learning for the rest of the term. Secondly, I want to make a remark on the blood drive. I want to say if anyone has any reservations about it, can't make it for any reason whatsoever, you won't be asked for the reason as to why you can't make it, it will just be: you can't make it, end of story, I won't pry any further, just putting it out there.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

Vice-Chair Phillips: Is there a date for the blood drive?

Chair Del Giudice: I was going to ask Phil during his updates about that.

ED Champagne: We don't have a date yet; we are going to bring it up. Megan met with the university on their blood drive and what their goals were, and so we are going to discuss it at the staff meeting in December, the first Wednesday of December, December 7. We can have the information to you quickly afterwards.

Chair Del Giudice: Okay, we will just put a pin in that and come back to it after. I want to say one more thing, Ownership Linkage. I'm going to go into this more during the Ownership Linkage midterm summary report; however, I want to plan an event for right when we come back in January at Wilfs, just connect with our ownership, probably have a trivia night, we can spend some money on appetizers, get people fed and have a good time. That's all for me and my updates.

Director Abu-Rshaid: I didn't get a copy of the Ownership Linkage committee report.

Chair Del Giudice: There was no Ownership Linkage committee report provided, I was just giving an oral update.

ED Champagne: When you are thinking of doing something when we come back in January, because that's during the Laurier votes, is that a partnership you see happening. Any event in early January will coincide with the elections.

Chair Del Giudice: Is this something we can do, or no?

ED Champagne: I don't see why not, if everyone stays neutral, I think it would be a cool new event.

Chair Del Giudice: Okay, and we can promote the election at that event.

ED Champagne: Invite all Candidates out and their teams, could be a party.

Chair Del Giudice: That's all for my update.

7. Comments from the President & COO

President Symington: A little bit today. I am happy to announce that once again we are fully staffed in marketing department as we have hired Rebecca Lee as our Brand Identity Manager, she starts in December. We are happy to have her, and we can be a little more intentional with the ground we want to cover on the marketing side of things. On the GSR side of things, Kayla has been working away on planning local advocacy week. On top of that we have been building out the campaign campaign, and how we can be intentional with providing

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

candidates with as much information as possible, with respect to not only the ground rules of the Laurier votes but also the logistics of how you can book rooms in concourse, how you go about building a vision for your campaign, so I think that is something not everyone has the most access to that information. The only reason I was able to have that information is because my campaign manager had run a campaign before, so I feel that is a good tool to provide not only for this year but it will be a video so it can be used year after year. Beyond that we are wrapping up Health and Wellness month with campuses for cause, we have a couple of debriefs that we want to go through, as we have some points of improvement that we want to implement for March when we do Health and Wellness month again. We still have some hoodies kicking around, limited supply, in case anyone is interested, but we're looking to sell those by the end of the term. A couple weeks ago I presented to the Student Affairs Leadership Team regarding my definition of success at Laurier and the successes and barriers of the Students Union. Finally, I might be jumping the gun a little bit on this one, you might have noticed that both executive leadership reports this week were non-compliant because of some information that needs to be on the website, not moving from the old website to the new website. I discovered that because of having to work on these executive leadership monitoring reports, now that is on our radar we are working away.

Director Abu-Rshaid: I'm looking at page 4 the policy wording of EL2j1c is I believe out of date with the previous changes that we previously passed as the board. That is my first comment, I just want to make sure it is up to date. The second part is regarding the comments from the COO, I just want to extend my deep gratitude and thanks for the amazing job they are doing on the Brantford campus. I have recently attended a couple of different student union events between the great success that was Tinder Tales to the Trivia night, and as well has the Brantford scavenger hunt, and pasta night. All these events have gone over exceedingly well, great successes, I have heard a lot of great feedback as well as personally enjoying them. I just want to say hats off to the perfect execution with these awesome events for the students.

President Symington: I'll pass those sentiments along to the team down in Brantford, and good catch on EL2j1c. I think the way this goes is that I will re-present these monitoring reports back to the board once they comply, and obviously that will be part of the updated version.

Chair Del Giudice: Just one thing, since we have already approved of these monitoring reports, again EL2j.

Director Abu-Rshaid: I also just caught, its EL2j1c as well as I believe EL2j1d, I think may also be out of date.

President Symington: Director Abu-Rshaid I will go back and vet all of them.

Vice-President Phillips: I have a quick question about EL2j, that's on page 10. It's marked as non-compliant, the evidence is that all sections of EL2j comply, is that a typo?

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

President Symington: The whole thing should be non-compliant because if one section is not compliant all sections are non-compliant. So, yes, it's a typo.

PR&A Muller: You don't actually have to pull them out, you can still accept them as uncompliant because part of the monitoring is that we are in fact not-compliant at the moment, so it's still a good monitoring report even though its non-compliant, the board just has to be satisfied that the plan the President has presented to become compliant is sufficient, and if that's the case you've still accepted it and it's still important to note that at this point in time we are not compliant. I think you would rather have a non-complaint monitoring report as part of the minutes than not have it presented, because it shows that we were at one point not compliant, but we did the work oversight to correct that position, which is why we do these things in the first place. My recommendation would be to leave it as, and when they come back the minutes will note that the President followed through on the plan, and met the criteria that the Board provided to resume compliance, and then you would mark them compliant, and so you've shown your progression from identifying and issue that needs to be corrected, communicating that to the Board, setting a timeline to have that fixed, and then fixing the problem. So, it shows that arc of policy oversight, which again, is the whole reason we do these processes, so it's a snapshot of a good news story about the process working properly.

Director Abu-Rshaid: I just wanted to double check since we did recently amend EL2j suite of policies, the next time they come back, I think it would be a good idea to make sure all of the wording has been put up to date, because I assume that there is a pre-set form you are using, which is fine, I use them all the time in my professional life. Since you are already going to be updating them and verifying them, and getting them back into compliance, we may as well, since you are already going to be doing the process to make sure all the policies being scrutinized have up to date wording.

President Symington: I agree

Chair Del Giudice: I agree as well, Director Abu-Rshaid I think we should go forward and amend this monitoring report to not include EL2j due to not appropriate wording, and we will present at the next meeting.

Motion # 3 Adopt the Monitoring Reports and the Consent Agenda except for EL2j
(LeClair/Murphy)

Vote: Unanimous

Result: Pass

8. Comments from the Executive Director

ED Champagne: Not a ton to update. The last couple of weeks have been largely focused on student affairs budget stuff so the university is in the middle of trying to develop its budget for the 2023/34 academic year, and we are during trying to work very closely with our partners in student affairs to atleast maintain a level of students, so it doesn't negatively impact

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

the student experience. When I say “it” there I mean any type of budget cuts they have been out. So, every university department has been asked to model out a 1%, 2% and 3% cut, and in student affairs over the years, they trimmed the fat so they are getting to the fact that could mean people, so we are trying to be very strategic with our partners and student affairs and figuring how best to use the resources to minimize the negative impact on students. That involves a lot of spreadsheets and a lot of numbers from a lot of people and as occupied most of the bandwidth of my office for the last couple of weeks and continues for the next couple of weeks coming. Other than that, we have also started a strategic look inside, so we are working with our operational team to see what opportunities there are for change, don't know where that is going to lead just yet, it's just a starting discussion. Those are the big-ticket items now, as we gear up for exam period.

Director Abu-Rshaid: Would it be possible to get an in-camera, briefing note regarding the negotiations with the student affairs so that the Board could just be update with the specifics of what's going on. I would like to know where we are going and suggest potentially any sorts of things, we could do to better that.

ED Champagne: As of right now, to the best of my knowledge, there are no board meetings scheduled for the rest of this term, and one of the things that is on the agenda is to establish at the very least January dates. As of right now, I would not necessarily be comfortable because we are not in a state where we can communicate a lot, because there is still so much in the air, but absolutely when the time is appropriate and we have something to report on, I would have no problem having that discussion.

9. Referendum Question Review

Chair Del Giudice: I hope all of you had the opportunity to review the referendum questions. As far as I see them, it's mainly please reinstating KPMG as our auditors, reinstating bus passes that student have, and rewording some language to fit provincial policies. I did have one question, I'm looking at page 23 and I'm looking at one of the four class points from the bottom, says “amend article 4 Section 6, a Director should be automatically removed, subsection D from he/she enters bankruptcy to a person who has the status of bankrupt” Can you please elaborate on that, what encompasses bankruptcy on the student and how that works back to their position on the board?

PR&A Muller: Yeah, that reflects the exact language of the clause that exists in the Ontario not-for-profit corporations act. The language we are changing it from was the language that was previously reflected when we were following the corporations act, and now that we're required to use the language outlined in the new legislation, it's purely the language outlined in the act. I would imagine if we were to refer to the legislation there would be some guidance in terms of what that represented, going back to the legislation could provide some clarity but its not language we have chosen, it's language of the act.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

ED Champagne: I'm assuming that part of your question is "what happens if a student were to go bankrupt and why would they be removed", because they are financially compromised and this shows that they do not have the ability to mitigate financial risk, which is a huge part of what the board does. I don't know that to be the fact, but that would feel to me why that would be in there, and that would just be a function, and it's also outside the student association realm, like not-for-profit, you don't want someone that is financially compromised managing financial risk for our organization.

Chair Del Giudice: That makes complete sense, thank you for explaining.

Director Abu-Rshaid: This regarding the bus pass, based on the conversations I've had with Brantford students, they don't typically find much use or value.

ED Champagne: The referendum question that is on the table won't even be asked of Brantford students as it has nothing to do with them. It's the Grand River Transit, the Universal Transit Pass that is up for decision. Basically, what happened, when that agreement with Grand River Transit expired, they wanted to increase the fee passed our non-tuition threshold, and so to go up by a certain percentage they had to go to referendum, it's been delayed for a couple of years because obviously of COVID had a lot of games to play with the transit pass. The Brantford transit pass is a totally different animal and is a much lower dollar value for Brantford students, there are a lot of Brantford students that do get value out of that. We get tons of complaints about Grand River, I'm not sure we have ever gotten a complaint about the Brantford Transit, but I am happy to take them if there are complaints.

Director Abu-Rshaid: Based on my own personal use as well, the Brantford Transit sometimes doesn't show up, and is sometimes very late. Typically, even for the summer, you would have to pay to extend the pass, it doesn't really provide as much value. If it needed to go to referendum that would be the perfect time for Brantford students to vote yes/no against it. I just didn't know if they would be voting on something like this.

ED Champagne: No, they are on different timelines and different transit authorities, that is not up for referendum on the Brantford Campus this year.

Chair Del Giudice: I have one more question. I'm looking at page 23, point number 5, that says "amend Article 3 subsection 12 to include that each member has the right to exercise their vote at annual meeting or special meetings through telephonic or electronic means" so just a quick point of clarification, I just want to make sure we have that electronic voting that is going to be set up, or planned to be set up?

ED Champagne: It's going to change a little bit about how the student's union does its business in terms of the elections, which is essentially what this is saying, but in terms of electronic voting, we've had electronic voting for, I want to say 12 years or something like that. Nothing really changes there. What will ultimately change because of some of the language that the new act is telling us, is that how we have historically done our annual general meeting doesn't fit

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

in with compliance with legislation. So, we need to come up with a different way, so that annual general meeting will become a smaller quorum event that will likely take place after voting day. For example, it will be very similar to an official ratification of the results, for example, once we have an election for the 12 Board Members, we would then at that annual general meeting, present those 12 board members for ratification at an annual general meeting and a quorum of significantly less than 10% of the student population, we would be able to approve those results.

Director Abu-Rshaid: What kind of risk does that open us up to if we need less than quorum to.

ED Champagne: It doesn't necessarily open us up to risk because the annual general meeting process that we call our annual general meeting process still happens exactly the same way that it does, all it does is takes an extra step, in fact probably gives us a little more risk mitigation, by taking the extra step to make sure everything is on the up and up, and buys us a little bit of time. For example, we would still need 10% of the student body to make the election results "official" to go to the ratification process of a smaller quorum.

PR&A Muller: Just to add on to Phil's point, if the referendum question with the new annual meeting process were to pass, we have a subsequent recommended update to the policy manual, which would then entrench the 10% quorum requirements for the President and Board of Directors meetings, in the annual meeting directive that is in the policy manual. It's just a matter of shifting where those requirements lie, so the 10% would stay it's just part of the larger vote of the members that we use to create the 10 Board Members that would then be voted in at the annual meeting. There are other community organizations for example, I served on a community board where you were essentially interviewed and the people who made it past the interview process were voted in at the annual meeting, but they already had the success at that vote. We're doing a similar type of process, we are just using a more formalized vote given the nature of our organization and the fact that we have this history of using a vote, and then at the annual the ONCA gives us the ability to have that meeting, both in person and digitally. It's both updating our process to be compliant and to modernize what we have been doing.

ED Champagne: One of the things that the legislation does, it doesn't take student associations into account. For an organization that would be the size of ours, outside of postsecondary environment, quorum would be significantly lower, it would be for example a percentage of the people that showed up for an annual general meeting. Which if you had five people, it could be four people. I will be honest, when we met with the lawyers about the advice on this, they had a really hard time wrapping their mind around how our organization worked and how our annual general meeting piece worked. This is just a way to comply with their recommendation under the legislation while maintaining the integrity of what do.

PR&A Muller: Another good example of how we pick and choose what made sense from the legal opinion, the lawyers recommended that all our Board meetings essentially be in-camera. It made more sense for them to be closed sessioned. In an organization like ours, that doesn't work, we navigated the recommendations based on what was required of the act versus the

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

recommendations of the lawyers that didn't really meet the threshold of the transparency that is expected of us from students and what's practical from a student organization lens.

Director Abu-Rshaid: Absolutely, I don't think it would be wise to have all our board meetings in-camera, that would be quite the big mistake.

Motion # 4 Approve the presented Referendum Questions for voting on in the 2023 Election
(Phillips/Abu-Rshaid)

Vote: unanimous

Result: Pass

10. Ownership Linkage Committee Midterm Summary Report

Chair Del Giudice: Unfortunately, we could not have an event with the Ownership Linkage this semester. I understand that's not in compliance with the policy; however, we are taking steps to revive that, by having more events in Winter term. Some of the things I talk about are events in January as a Wilf's night, combination of Laurier Votes to get candidates out there to get people to vote, and in Brantford in particular, I was thinking of looking at The Works, having a night there, to have some students there, Directors there, it would be a great opportunity to engage with our ownership.

Director Abu-Rshaid: I think I have another idea that we could add on top of this. I think it would be a good idea during the winter semester, one campus hosts the other board, and have it like a coffee and doughnuts type thing and invite all the students to sit in the gallery and enjoy some free food, as we discuss all the matters we would usually do in a meeting. At one campus and at the other campuses, I think it would be a really good way to engage with students and give them a first-person view on governance and SU and giving them an incentive to do so.

Chair Del Giudice: I think that is operationally feasible, given that we all have a public budget for transportation, city to city. We can set up something where Brantford Directors come here to Waterloo, and we all go to Brantford on a specialized date.

ED Champagne: I just have a question about the decision to choose The Works in Brantford. The Works is expensive, we have our budget that we can work with, but I wonder if there is a better space that we can engage students in that may be a little bit more welcoming. I know the games lounge is popular and we could work with our hospitality team or a third party to do something neat down there.

Chair Del Giudice: Yes, if it is expensive, I'm not doubting, we can look at different options, and I can update the Board once I come up with other options.

Director Abu-Rshaid: I do agree with the COO's perspective that The Works is expensive. Typically, some of the events have been held at the Hudson's, where trivia night is, and the SU would typically purchase appetizers for students and my understanding is that we have an agreement with the restaurant. I do think it would be a fantastic idea to do something at the level

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

one lounge, and then bring in Wilf's food to Brantford campus. I am sure it will be a hit if you start pumping up Instagram ads saying we will bring you Spin Dip to the level one lounge. I think it would be an interesting idea to do that there, the SU food is good as well, if we were to bring it there.

Chair Del Giudice: It's a good idea, I just want to get a date for Wilf's today atleast. I'm thinking January 10th, would that seem feasible for all Directors? It would be a lunch/dinner time thing, as it's a snack, while dinner time may not be feasible on Saturday, get the people to come out to Wilf's on that day. Oh, that's a Tuesday, how about January 14th does that work for everybody?

ED Champagne: We would have to work with hospitality on that, because of right now they are not open on Saturdays, but we can talk to them about opening.

Vice-Chair Phillips: What times do we typically do trivia nights at Wilf's? Is there a particular time that is already working for operations?

Director Murphy: Tuesday nights usually are trivia. The past couple of Monday's they have done Bingo.

Vice-Chair Phillips: What if we did a board takeover of Tuesday trivia and make it Laurier trivia related.

ED Champagne: Yes so, we can have a conversation with the programming department and make sure they are okay with that and get the bar ready. We know that they are already going to be open, so it's a great opportunity.

Chair Del Giudice: January 10th, does this work for everyone?

Vice-Chair Phillips: What time does this start for the record?

President Symington: 8pm.

Chair Del Giudice: We could try to schedule something for the Hudson in Brantford. That will be a bit more difficult and require a bit more planning to get Directors to Brantford, so I was thinking we could do it a couple of weeks out from January 10th, possibly a weekend, so that we don't have to worry about classes or things like that. How does January 24th at 8pm sound for an event at Hudson? Like a meet and greet of Directors?

President Symington: Brantford is having an event called Winter's a Drag that night, it starts at 8pm, and it's apparently a huge event done there. Director Abu-Rshaid, I don't know if you were there last year, I've heard about it, but I think it would be wise to avoid that date.

Chair Del Giudice: How about January 28th.

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

ED Champagne: Could also be a social to bring the Board elect in. We would also have a new Brantford Director ready to go after the elections, that could be a great day actually.

Chair Del Giudice: Saturday January 28th at 8pm, does that work for everybody?

Director Abu-Rshaid: What is the process for electing the Brantford Director in the Special bi-election. Are they going to be eligible for next years seat as well as this year's seat, how does that work?

ED Champagne: They would have to run both to be on both ballots.

Director Abu-Rshaid: Do they have to fill two packages?

PR&A Muller: Yeah, there's one for the Brantford special election, and then there's the normal Brantford election. So, there is two separate nomination packages.

Director Abu-Rshaid: Okay, because that wasn't very clear based on the information that was shared with me, but I will share it with people.

PR&A Muller: Who shared the information with you?

Director Abu-Rshaid: I just found it on Instagram

PR&A Muller: Okay

ED Champagne: Would you like the programming department in Brantford reach out to Hudson's as they already have that relationship, it might be easier to set something up?

Chair Del Giudice: Sure, that sounds great. Just keep me in the loop with that conversation too, so I can have an update.

Director Murphy: Is the transportation to Brantford going to be arranged, or are we expected to get there on our own?

ED Champagne: What I might suggest as we reconvene in January, we can have that discussion so that comfortably ahead of time you will know what the opportunities are. We have done a couple of different things, a couple of different ways. We rented vans, we rented busses, although busses are not particularly reliable due to my understanding, but yeah, we will figure out a way.

11. Winter Term Meeting Schedule

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

Chair Del Giudice: As not everyone got back to me on their schedules, we can set up a tentative January schedule to give directors more time to give their schedules in, work schedules, things like that.

ED Champagne: I'm not sure when everyone plans on coming back, I'm curious if the first week of non-classes is an opportunity or not? I'm not suggesting that necessarily, I'm just curious. Laurier re-opens on the 3rd, classes don't start until the 9th. I have no idea when people will start trickling back. I know that for us operationally, a lot of staff will probably take a chunk of that week off.

Chair Del Giudice: Let's not have a board meeting that week, everyone is still on break, I think it's good to respect that break as well. I think it's good to have it the second week of January. The week of the 9th.

We will do it on Thursday January 12th at 730pm.

12. Announcements

PR&A Muller: Just a couple of things. We had one other item that we forgot to ask to be added to the agenda, just respects the Laurier Votes events. During the campaign period and just before we potentially discuss that if people haven't already seen their R information sessions that have been booked before the end of the break. I will just go over those dates right now, right now your all welcome and if you are able to come, that would be great. Kayla Han and I will be taking the lead on hosting them. The first one is December 2nd at 3pm, December 6th at noon, December 8th at 8pm and they will be both virtual and board room participation options available. We will make sure to make sure there is lots of clarification regarding the Brantford special election and I will also connect with marketing about putting out some additional messaging just so that distinction is clear because it is unique to this year. Those are the three different sessions for some of the nitty gritty details going over some of the main election policy points of emphasis as well as given candidates an opportunity to ask questions and point the to some of the resources that Shane has mentioned and the things that we will have available through out the lead up, stressing the important of the deadline for the nomination packages. The other more substantive point was revisiting what the main components of the campaign period are, and whether they still have value. Traditionally, there have been a couple of all election debates for the Presidential Candidates and then the Board of Directors Candidates have had open forum sessions, it's particularly the open forum session Board of Director and Board of Governor Candidates that we are looking for some feedback on. I would say they haven't really done a good job of showcasing what the roles are and providing candidates with an adequate opportunity to demonstrate their skillset that fits the role. We were just hoping to provide an opportunity to have a brief chat about what some alternatives could be, do people have strong opinions about what some of the components may be. Obviously, we are in a weird spot right now, operationally we are taking the lead on some of this stuff, that would normally be the governance coordinator as the CRO would be spearheading, but we don't want to delay these things until that process is finalized. That is why we are taking a bit more of a direct role getting

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

these things moving, so that all our timelines are the same as usual. We are looking for some feedback about what is most engaging and makes the most sense for some of those marketing campaign events.

ED Champagne: For the how ever many years I've been year, especially the last handful, I find that the open forum is more performative than anything, so a lot of candidates stuff the question box, obviously there isn't a real question box, with either softball questions from their team, or they either try to plant gotcha questions to other candidates, and most of the people that participate in the open forum the way that we have done the open forum historically already know which way they are going to vote because they are all part of the campaign team, typically the sitting executive team gets butt hurt because they basically say "we don't think you've done a very good job, so here's a whole bunch of stuff I would change". We think very strongly that there is an opportunity to rethink what it is that we are doing with our candidates, we've started with the nomination packages where we encourage board candidates not to build a platform because that's not how the board works, and it could start to really talk about what board candidates and presidential candidates actually bring to the table and what actually they do in those positions that they are running for, and we take that by doing something different than the open forum. That is a really great opportunity for us but not our decision to make, we just wanted to see what you guys thought.

Chair Del Giudice: We will discuss this for a little bit.

Director Abu-Rshaid: I had basically two questions. One, when are we going to be hiring/what is the plan to hire the governance coordinator? The second question revolves around uptake, how's the uptake compared to last year, on the Brantford and Waterloo, year to year, what does that look like?

ED Champagne: First and foremost, the governance coordinator position has been posted and will be coming down next week on the Thursday, and we will organize and work with the hiring committee which includes Francesco, Ian and an HR human which could be a staff or executive and we will schedule interviews at that time. We will work with people's schedules; we don't want to interfere too much with exams. As for the second question, I'm not entirely sure if I know what you mean?

PR&A Muller: Are you talking about applications for Board of Director nominations, is that what you are referring to?

Director Abu-Rshaid: In general, what is the uptake on the senator, board of directors and president, as well as the board of governors?

ED Champagne: We don't typically get those numbers until usually January. I know for example, there is atleast one person for sure that will be running for president, a couple of other people floating around with that idea still. I haven't heard boo about any of the other positions

Wilfrid Laurier University Students' Union

Meeting of the Board of Directors

Date: November 29th, 2022

Time and Location: 730pm, Zoom and In-person

PR&A Muller: We generally don't get packages in until just before the deadline and right at the deadline, so people tend to wait and submit close to the deadline. So, we won't really have a good idea where we are at until the first week back in January.

ED Champagne: I would also encourage and say that the job of the incumbents (you guys) would be to reach out and recruit some folks and express interest in why folks would want to be a part of this. Hopefully get enough applications.

Chair Del Giudice: Let's move forward on discussions for alternatives for the open forum. In my opinion, I think its good to have something like a meet and greet with the candidates, this way people can go up to candidates, ask their questions if they like, and I guess it doesn't put people on the spot because there are no gotcha questions that could persuade people to go one way or another, and there won't be any softball questions. There will be actual concerns that people have, that's not Infront of a lot of people. I personally think that is a good way to do it, what do you guys think?

Vice-Chair Phillips: Is there a way we could set up where all the candidates must in one day have all their tables set up in booth or spend some time in concourse.

ED Champagne: Tradeshow?

Vice-Chair Phillips: Somewhat, where you can walk through and meet the different candidates that are running. I think that is especially effective for the presidential candidates and maybe less so for the board of director candidates. Is that something we can do instead?

ED Champagne: We need a director to coordinate that.

Chair Del Giudice: I know that one of the International Student's Society that did that, where they had their own table, or the organization itself, and separate booths for each country, so we could do that where we have refreshments in our own booth, or a guide to wear the directors are, where the president is, where the senators are. We could just guide them with what the student's union wants to do, or we can just let them roam free and explore wherever they want. I think that's a great idea to have, set up shop in concourse itself or something like that and have like a meeting recap there.

ED Champagne: I also pictured myself, like an in-person ask me anything type of event, you could incorporate the two ideas, and there could be "organizationally implanted questions" that students can ask each candidate, you know what are they bringing to the table type of questions, not trap questions like "what policy is....." which is a trap question we get every year, like "ha-ha, you don't know the policy manual yet" For sure, I think that is totally doable.

President Symington: That's something that could live on the elections calendar.

ED Champagne: Yes, once the date is established it will be on the calendar.

Wilfrid Laurier University Students' Union
Meeting of the Board of Directors
Date: November 29th, 2022
Time and Location: 730pm, Zoom and In-person

13. Action Items

None

14. Adjournment

Motion # 5 Board adjourn the November 29th, 2022, meeting (**Boettinger/Murphy**)

Vote: unanimous

Result: Pass

Submitted: January 10th, 2022

Prepared by: Francesco Del Giudice, Chair of the GP #2g3 Direct Inspection Committee
Purpose: To review and assess GP#2g3

Summary

The GP #2g3 DIC Committee was structured on January 7th, 2023 with the mandate to review and assess GP#2g3. The committee ensures that: 1) The evidence presented was appropriate and up to date; 2) The wording of the policy is sound; and 3) That the scope of the organization is captured in the policy.

The membership of the committee consists of Board Chair Del Giudice, Director Boettinger, and Director Boettinger, and Director Goodwin. All members were in attendance.

For the GP#2g3 DIC, the committee had discussions on the following items prior to making their final decision:

- If the wording of the policy was still relevant to the Organization;
- If the scope of the organization was captured in the policy;
- How recent the policy was looked at and revised;
- If the scope of the organization was captured in the policy.

Recommendation:

The final decision of the committee consists of one recommendation to the policy at hand:

- Change all mentions of “**Chief Returning Officer**” to “**Governance Coordinator**”

Respectfully submitted,

Francesco Del Giudice

Chair of the Board and CGO

Chair of the Direct Inspection Committee GP #2g3 Wilfrid Laurier University Students' Union

JANUARY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 SU OFFICE OPENS	4	5	6 NOMs Due	7
8 ALL CANDIDATES MEETING	9 WINTER TERM BEGINS	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 VOTING DAY	25 VOTING DAY	26 VOTING DAY	27	28
29	30	31				

FEBRUARY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 FAMILY DAY	21 READING WEEK	22 READING WEEK	23 READING WEEK	24 READING WEEK	25
26	27	28				

MARCH

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7 GOOD FRIDAY	8
9	10 CLASS END	11 STUDY DAY	12 STUDY DAY	13 EXAMS	14 EXAMS	15 EXAMS
16 EXAMS	17 EXAMS	18 EXAMS	19 EXAMS	20 EXAMS	21 EXAMS	22 EXAMS
23 EXAMS	24 EXAMS	25 EXAMS	26 EXAMS	27 EXAMS	28 EXAMS	29 WINTER TERM ENDS

January 2023

Situation

Now that events, caterings, and studying are actively occurring in the Turret and Wilfs is back to in person dining we are looking to switch front and back door access to One Card tap for both locations. Current access is by physical key only.

Background

After the Turret was renovated in 2019 we opened it up as a study space when it was not in use for events. This requires someone, each day, to lock and/or unlock doors depending on if there is an event scheduled or if the space is free for studying.

Additionally, we have to provide some outside vendors with keys to Wilfs to provide after hours access to the restaurant to drop off products and supplies (food/drink). This has been a problem in the past when keys have been lost and rekeying is required at significant expense.

Analysis

One Card tap access would significantly simplify space control for the Turret on a daily basis. The space would be made available by tap for studying when no events/caterings are scheduled. Otherwise, access would be locked for an event.

A tap card could also be provided to outside vendors for after hours Wilfs access to drop off their deliveries. If this card is ever lost it is significantly easier to replace and recode than when an actual physical key is lost.

Security for both spaces would be greatly improved.

The cost to implement tap access is approximately \$41k and the cash is available from our cash reserves even though this renovation is not currently budgeted.

Recommendation

Management recommends that this upgrade be implemented as soon as possible to make access more streamlined to these spaces, improve security, and be consistent with access programs around campus

Facilities & Asset Management Internal Quotation

Date: December 2nd, 2022

Quote Number: WA-197525

Building/Location: Wilf's, Turret & Hawk Lounge

Requested by: Chris Turner

Description: Run cable from basement of FNCC to each door. Coring between floors and installation of conduit will be required in some areas. New electrical devices will be installed for each door to allow the access control to work. Programming of doors to be completed by WLU. A deduction of \$6000 will be applied if Hawk's Nest door is omitted.

Total Estimated Material and Labour Costs: **\$40,344.81**

Authorized by: _____

Date of Authorization: _____

Account Number: _____

Quote valid for 30 days from above date

Return form to: FAM, 81 Lodge St.

*Note: requests for fiscal year end billings must be entered by April 1st of the fiscal year