



# Wilfrid Laurier University Students' Union Meeting of the Board of Directors

Location: Waterloo & Brantford Board Room, Zoom  
Date: February 5th, 2024

## 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
8:30 PM	2 mins	Call to Order and Indigenous land acknowledgement	adm	Chair Abu-Rshaid	
8:32PM	1 mins	Regrets	adm	Chair Abu-Rshaid	GP #2c.8
8:33 PM	2 mins	Conflicts of Interest	adm	Chair Abu-Rshaid	GP #2c.2
8:35 PM	2 mins	Adoption of Agenda	D	Chair Abu-Rshaid	
		<b>MOTION</b> that the Board of Directors adopt the agenda as presented			
8:37 PM	2 mins	Adoption of the Minutes: <b>MOTION</b> that the Board of Directors adopt the Minutes of January 22, 2024	D	Chair Abu-Rshaid	GP #2c.7
8:39 PM	30 mins	Campus Safety	fd	AVP EDI Oliver	
9:09 PM	20 mins	Fall Term Finance Report	fi	DFA Turner	EL #2e
9:29 PM	2 mins	Comments from the Chair of the Board & CGO	fi	Chair Abu-Rshaid	
9:31 PM	7 mins	Comments from the President & CEO	fi	President Spenler	
9:38 PM	4 mins	Comments from the Executive Director & COO	fi	ED Champagne	
9:42 PM	10 mins	Conestoga Brief	fi	President Spenler	
9:52 AM	5 mins	Direct Inspection Committee Election	D	Chair Abu-Rshaid	
		Hiring Practices- Paid Staff			EL #2n
		Chief Returning Officer Constraint			GP #2i
9:57 PM	5 mins	Board Meeting February Schedule	D	Chair Abu-Rshaid	
10:02 PM	2 mins	Announcements	fi	Chair Abu-Rshaid	
10:04 PM	4 mins	Action Items Summary	adm	Chair Abu-Rshaid	
10:08 PM	2 mins	Adjournment	adm	Chair Abu-Rshaid	
		<b>MOTION</b> that the Board adjourn the February 5, 2024 meeting			
<b>Total</b>	<b>1hr, 40 mins</b>				

### LEGEND:

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



Wilfrid Laurier University Students' Union  
Board of Directors  
DATE: January 22<sup>nd</sup>, 2024  
Online via Zoom  
Board of Directors Meeting

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**Board Members Present:** Mohammad Abu-Rshaid, Daniel Rubinoff, Sebastien Corrie, Patrick Baldinelli, Hailie Ellis, Gabrielle Russo, Alfredo Duncan Spizzirri, Jack Sloan, Meron Mehari, Josh Hamilton

**Staff Present:** President & Chief Executive Officer: Megan Spenler; Executive Director & COO: Phil Champagne; Policy, Research & Advocacy Director: Ian Muller; Governance Coordinator: Orlan Cui

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1. **Call to Order**, Chair Abu-Rshaid

The meeting was called to order via Zoom on January 22<sup>nd</sup>, 2024, at 8:30 pm. We acknowledge that the offices of the Wilfrid Laurier Students' Union are on the traditional territory of the Neutral, Anishnaabe and Haudenosaunee people.

2. **Regrets**, Chair Abu-Rshaid

- Director Phillips has sent his regrets.
- Director Baldwin has sent his regrets.

3. **Conflicts of Interest**, Chair Abu-Rshaid

- Director Corrie, Director Russo, and Vice Chair Rubinoff have conflicts of interest with elections.

4. **Adoption of Agenda**, Chair Abu-Rshaid

**MOTION** (Director Ellis/Director Mehari) that the Board of Directors adopt the agenda as presented.  
**CARRIED.**

5. **Approval of The Meeting Minutes**, Chair Abu-Rshaid

**MOTION** (Vice Chair Rubinoff/Director Spizzirri) that the Board of Directors adopt the minutes of the January 10<sup>th</sup>, 2024, meeting. **CARRIED.**

6. **Comments from the Chair of the Board & CGO**, Chair Abu-Rshaid

- Chair Abu-Rshaid was unable to strike the committee meetings last week, however he is looking to strike the finance committee and executive limitation committees by end-of-day tomorrow.

7. **Comments from the President & CEO**, President Spenler

- It is currently Local Advocacy Week for the GSR department.
- President Spenler met with the Mayor of Brantford today and will meet with the Mayor of Waterloo tomorrow.
- President Spenler met with the Minister of Colleges and Universities last week.
- Student executive hiring for VPs and AVPs for next year is now open.
- President Spenler is currently sitting on various hiring and award panels.
- Laurier Votes is now live and there are lots of people running for different positions.

- President Spenler is currently working on the brief concerning the Conestoga Student use of Brantford services and it should be ready for February 5<sup>th</sup>, 2024. The Dean of Students will attend the following meeting to answer any questions.

Questions & Comments:

- Chair Abu-Rshaid asks how President Spenler's meeting with the Mayor of Brantford was.
  - President Spenler states that their meeting was interesting, they discussed housing, transportation, and student wellness. There was also discussion about GO Transit from Brantford to Toronto.
- Chair Abu-Rshaid asks how President Spenler's meeting with the Minister of Colleges and Universities was.
  - President Spenler states that the Minister was interested to get to know her on a personal level.
- Chair Abu-Rshaid asks what kind of award committees President Spenler is sitting on.
  - President Spenler is on various committees, the first one coming up next week is a Student Teaching Award Committee. President Spenler will have more updates at future meetings.
- Chair Abu-Rshaid would appreciate President Spenler's operational support to push out the message to vote.
  - President Spenler says that she and her team will do the most that they can and will be active on both campuses during the three days of elections.
- Director Spizzirri states that he is looking to confirm some points with President Spenler regarding the finance issue and will send updates to the Board.

**8. Comments from the Executive Director & COO, ED Champagne**

- The Belmont is officially open, and ED Champagne will provide numbers to the Board closer to February. Tomorrow will be the first day of testing online ordering for The Belmont.
- Last week there was a SAAA retreat where renegotiations and tweaks to the agreement were made.
- Ivan Joseph will be retired as of February 1<sup>st</sup> and David McMurray will return in the interim.
- OPA negotiations have started, and ED Champagne has met with the Facilities Asset Management team and officially opened discussion about the financial split of updates and renovations to the FNCC.
- ED Champagne, DPRM Muller, President Spenler, and VP Chiem consulted with the company Bettering, who will hopefully do an EDI audit of operational policies and procedures. Updates will be brought to the Board once there is more information.
- Anthony Massi, Director of Strategic Initiatives, is officially on parental leave until the beginning of April, his portfolio is being split amongst other members of the team.
- Wilf's renovation meetings have picked up again and there was a meeting yesterday to discuss concepts while also trying to input student feedback.

Questions & Comments

- Director Corrie asks if there is an update for the Comprehensive Salary Review.
  - ED Champagnes states that the report has been officially submitted; however no official action has taken place yet.
- Vice Chair Rubinoff asks how the facilities costs will be split.
  - Maintenance and repair costs will be split between the Students' Union and the University. The Students' Union will be responsible for 77% and the University will be responsible for 23%.
- Chair Abu-Rshaid asks if Indigeneity is currently being considered as one of the factors in the EDI audit.

- ED Champagne states that the EDI audit will review all policies and procedures and ED Champagne is sure that indigeneity will be a part of the recommendations. The VP of GSR will present the ending report that was submitted by Bettering.

**9. OUSA Coming to Campus.** President Spenler

OUSA is coming to campus to talk to students and educate them on the fee. They will be in the concourse on Thursday.

**10. Elections Update.** CRO Cui

- Elections started today.
- The presidential candidates are highlighted on the Laurier Votes Instagram, which has been getting a lot of positive traction.
- There are four presidential candidates, seventeen Board of Directors candidates and five senate candidates.

**Questions & Comments:**

- Chair Abu-Rshaid states that CRO Cui has done a phenomenal job working with the candidates and advertising the positions in Waterloo and Brantford.

**11. In Camera Session.** Chair Abu-Rshaid

**MOTION** (Director Russo/Director Ellis) that the Board of Directors enter an in-camera session.  
**CARRIED.**

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The preceding reflects an accurate and complete record of the proceedings at the aforementioned meeting of the Students' Union Board of Directors.

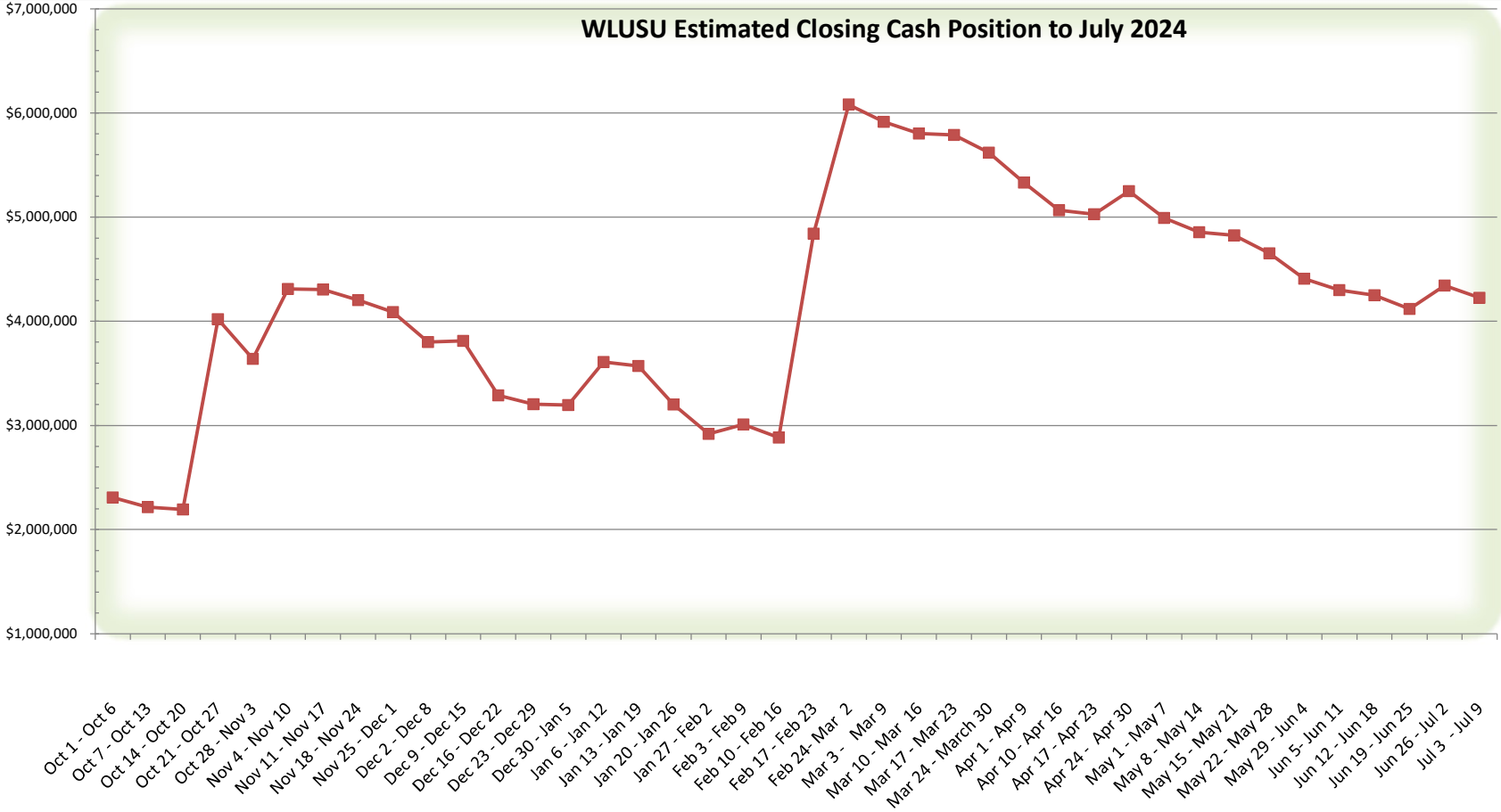
Date Signed:

**Mohammad Abu-Rshaid**

Chair of the Board & Chief Governance Officer

2023-2024 Wilfrid Laurier University Students' Union

WLUSU Estimated Closing Cash Position to July 2024



## **Growth Projections for 2024 2025**

Fall student enrollment numbers for 2022 and 2023 are attached. Enrollment has been flat over these two periods and we will assume a flat enrollment scenario for next fiscal year. As identified by WLU in January, applications to Laurier were up 4% from the previous year, however, this does not always translate into an increase in acceptances.

It is better to assume flat enrollment in our budget process to avoid overestimating revenue.

# WILFRID LAURIER UNIVERSITY STUDENTS' UNION

## Schedule 2- Expenses

08 Periods Ending Dec 31, 2023

	Actual	Budget	Variance
Fred Nichols' Campus Centre	1,508,966	1,814,224	305,258
Health and Dental	2,034,677	2,905,853	871,176
Wilfs	961,319	914,605	(46,714)
Golden Grounds	36,476	35,718	(759)
U-Desk	51,245	44,334	(6,911)
Food Court/Leasing Operations	127,125	154,178	27,053
Governance and Stakeholder Relations	58,090	79,101	21,011
Campus Clubs and Faculty Associations	45,614	118,690	73,076
Services and Programming	738,880	808,780	69,900
Finance & Administration	35,833	52,035	16,202
Governance and Student Fees	2,080	15,603	13,523
President	31,446	64,440	32,994
Brantford BSC, Admin, Fees	148,352	192,321	43,970
Brantford Activities	206,538	233,200	26,662
Brantford Services	2,560	11,300	8,740
Brantford Operations	3,664	5,440	1,776
<b>Total</b>	<b>5,992,865</b>	<b>7,449,823</b>	<b>1,456,958</b>

# Wilfrid Laurier University Students' Union

## Statement of Financial Position

December 31, 2023

### Assets

2024--P08

Curent assets	
Cash	\$ 4,148,243.31
Accounts Receivable	334,293.45
Short term Investment	2,500,000.00
Due from Wilfrid Laurier University	
Inventories	44,573.33
Prepaid expenses	27,704.78
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	7,054,814.87
Property and Equipment	3,377,436.14
Restricted Cash	769,809.20
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	\$ 11,202,060.21

### Liabilities and Fund Balance

Current Liabilities	
Accounts Payables and Accrued Liabilities	318,224.04
Deferred Revenue	1,708,308.45
Due to Campus Clubs	2,239,341.35
Current portion of long-term debt	300,872.82
Due from Wilfrid Laurier University	47,056.28
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	4,613,802.94
Deferred Capital Contributions	807,680.13
Long-term debt	1,025,906.52
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	1,833,586.65
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	6,447,389.59
Fund balances	
Internally restricted	1,036,110.62
Unrestricted	3,718,560.00
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	4,754,670.62
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	11,202,060.21



# WILFRID LAURIER UNIVERSITY STUDENTS' UNION

## Statement of Operations by Department

08 Periods Ending Dec 31, 2023

	Revenue	Expenses	Profit/Loss
Fred Nichols' Campus Centre	-1,091,765	1,508,966	-\$417,202
Health and Dental	-2,224,725	2,034,677	\$190,047
Wilfs	-811,729	961,319	-\$149,590
Golden Grounds	-32,347	36,476	-\$4,130
U-Desk	-37,647	51,245	-\$13,597
Food Court/Leasing Operations	-383,498	127,125	\$256,372
Governance and Stakeholder Relations		58,090	-\$58,090
Campus Clubs and Faculty Associations		45,614	-\$45,614
Services and programming	-225,129	738,880	-\$513,751
Finance & Administration		35,833	-\$35,833
Governance and Student Fees	-993,802	2,080	\$991,722
President		31,446	-\$31,446
Brantford BSC, Admin, Fees	-136,143	148,352	-\$12,208
Brantford Activities	0	206,538	-\$206,538
Brantford Services	0	2,560	-\$2,560
Brantford Operations	0	3,664	-\$3,664
<b>Total</b>	<b>-5,936,783</b>	<b>5,992,865</b>	<b>-\$56,082</b>

# WILFRID LAURIER UNIVERSITY STUDENTS' UNION

## Schedule 1- Revenue

08 Periods Ending Dec 31, 2023

	Actual	Budget	Variance
Fred Nichols' Campus Centre	(1,091,765)	(872,544)	219,220
Health and Dental	(2,224,725)	(2,425,952)	(201,227)
Wilfs	(811,729)	(865,027)	(53,298)
Golden Grounds	(32,347)	(40,200)	(7,853)
U-Desk	(37,647)	(11,850)	25,797
Food Court/Leasing Operations	(383,498)	(327,332)	56,166
Services and programming	(225,129)	(403,479)	(178,350)
Governance and Student Fees	(993,802)	(968,721)	25,081
Brantford BSC, Admin, Fees	(136,143)	(133,778)	2,365
Brantford Activities			
Brantford Services			
<b>Total</b>	<b>(5,936,783)</b>	<b>(6,048,883)</b>	<b>(112,100)</b>



1. Director, Finance and Administration
  - a. Budget development well under way for the 2024/25 fiscal year
  - b. Planning for the Wilfs major renovation is about to enter the costing phase which will be based on the preliminary designs that have been created to date
  - c. The Belmont revenues continue to increase on a daily basis as awareness, product options, and hours increase.
2. Director, Marketing Communications:
  - a. Wrapped up election marketing. Focus now on Health and Wellness Month including Sexy Week for both campuses.
  - b. Working on the final stages on a Student Engagement Survey to be launched February 26<sup>th</sup> - March 8<sup>th</sup>.
  - c. Brantford committee Instagram accounts including Food Bank, Foot Patrol, Shinerama, Eco Hawks, Hawk Team, Hiring and Recruitment & Healthy Lifestyles have been absorbed by campuslifebrantford. This will provide each committee with a larger platform for marketing and having all information in one place is beneficial to students.
  - d. Starting to gather information and creative ideas for our end of year annual report.
3. Director, Member Services:
  - a. Winter Health and Dental plan opt out and family opt in wrapped up
  - b. Working with OneCard for a third Imaginus show in late Feb or early March
  - c. Wrapping up a few outstanding telephony transitions
  - d. SU Desk staff planning for 2024-2025
  - e. Continue to work on Incoming Transition Team planning
  - f. Ongoing support for Human Resources and Administration portfolios and budget work
4. Director, Policy Research & Advocacy:
  - a. On a minor parental leave
  - b. Welcome baby Isaac Elliott Hornsby Muller
5. Director, Strategic Initiatives:
  - a. On a parental leave
  - b. Belmont is open
  - c. Wilf's Reno planning still goes on
  - d. Departmental visioning exercise
6. Director, Student Experience:
  - a. Worked with the VPCA to support the facilitation of Faculty Association elections.
  - b. Program and Event plans for Winter 2024 term have been developed and event planning is well underway.
  - c. Working with Student Experience Administrator to update Nest forms to better support event and expenditure approval processes
  - d. ISOW is planning to do a multi campus faculty vs. Faculty wide scavenger hunt
  - e. Reevaluating the clubs administrative support design to hopefully improve service to students

- f. Programming debrief over events that did not go as planned
- g. C&A Freestore set up and execution in the concourse

# **Briefing Note on Conestoga Student Usage of Laurier Services on the Brantford Campus**

Written by: Megan Spenler

Monday February 5<sup>th</sup>, 2024

## **Laurier University**

To understand the dynamic of the Laurier, Conestoga relationship, it is important to look at it from the University perspective and the Students' Union perspective. I had meetings with Melissa DiLeo (Acting Director, Student & Community Experience) and Jess Calberry (Manager, Student Life and Experience) to understand the dynamic.

These are my key takeaways from my meetings:

### Career Services

- Conestoga students have their own supports for career services

### Wellness Center

- Conestoga students are accessing the wellness centre more than ever before because of the increase of students
- It took the fall term to make sure Student Affairs is fully staffed, however now they are in a much better position to support both Laurier students and Conestoga students
- Student Affairs staff are not hearing that there are any delays in service from a wellness center standpoint

### Takeaways:

- Conestoga students are not replacing Laurier students, they have equitable access
- Anything that has popped up, they have addressed in a timely manner
- There is almost double the student population at Conestoga vs. Laurier and their student population has grown exponentially over the past couple of years

## **Students' Union**

Conestoga students pay a service provision fee to the Laurier Students' Union. This fee directly helps fund our safe walk home program; therefore, Conestoga students can call foot patrol and engage with this service.

This fee does not go towards programming or any other services we offer. Conestoga students can attend social events we host unless we are ticketing and say Laurier students only.

## **Summary**

To summarize, Conestoga students are very present on our campus, but their engagement does not directly takeaway from Laurier students. Any complaints that have come from Laurier

students are dealt with directly to ensure Laurier students are still having a good experience on their campus!