



## Board Meeting 6

05/02/2016

A meeting of the University Students' Council Board of Directors was held on the above date in the USC Board Room a 2:00pm with the following present:

<u>From the Board:</u>	I. Jacobi (Chair), C. Maidment, I. Lalani, S. Helpard, , J. English, R. De Sequeira, , H. Zafari, S Kerr, P. Demarco, S. Franchetto, S. Kerr
<u>From Management:</u>	C. Clarke, S. Courtice, J. Armour, K. Pacheco,
<u>Regrets:</u>	None
<u>Recording Secretary:</u>	N. Soave

## CALL TO ORDER

The meeting was called to order by Mr. Jacobi at 2:04pm.

## DISCLOSURES OF INTEREST

There were no conflicts of interest declared for the meeting.

## CHANGES TO AND ADOPTION OF THE AGENDA

The agenda was adopted with one amendment addition of a HR issue to the first in-camera session and additional in-camera as section 10.

**Approved unanimously**

**The Board went in camera at 2:07pm**

**The Board returned to public session at 2:24pm**

## COMENTS FROM THE CHAIR

We had a great HR committee this week to discuss HR topics. Also great work by the Appeals and Board Nominating Committee who got 57 applications for the new board positions. Thanks to Kevin Hurren for advertising the board of directors positions.

## REPORTS FOR INFORMATION

1. Principals of Collaboration: City of London and USC (For Information) -- Sophie Helpard
  - The President fielded questions on the Principals of Collaboration regarding the implications of this document and what it binds us to. Essentially this is a collaborative document and does not require us to do anything in the eyes of the law.

2. Elections Update -- Jonathan English, Geoff Pimlatt
  - The Election is going well as we have very few demerit points awarded at this point, but unfortunately two President-Vice President teams dropped out of the race. Geoff Pimlatt, Senior Manager IT, provided an update on the election software that we had been using up to this year. The platform was not ideal, and didn't meet all of our needs. Western uses Qualtrics but does not meet our needs as a voting software for the USC. Simply Voting was the platform that we picked to run our elections, and it has provided us great security and meets our needs. Can we change the ballot? Answer: We will check to see what will occur, but we assume they would become invalid.
3. Governance Changes -- Jonathan English
  - To address the confusion of last meeting. We will be implementing a new Agenda Committee structure that will be much stricter and we will work on a two week turnaround time. If we don't have a completed report for the board two calendar weeks before the board meeting it is not on the agenda. This will help with transparency and meeting notice. We will add an updated sign-offs sheet including many pieces of valuable information, and if sign-offs are not received the item will not be on the agenda. Should be up and running for March 2016. We will also create a board legislative calendar at the start of the fiscal year.
4. Q2 Update and Narrative -- Jonathan English, Carrie Passi
  - The Board Received the Q2 report (attached) and the Secretary-Treasurer and Managing Director, Finance and Administration fielded questions on the report. Areas of note, food and beverage and our investments.
5. Cash Flow Analysis -- Sophie Helpard, Jonathan English
  - Secretary-Treasurer and President provided an overview on the Cash Flow memo. The focus is on developing contingency.

**Motion to receive all reports moved by S Francehito, Seconded by H. Zafari, passed unanimously**

#### REPORTS FOR BOARD ACTION

1. Strategic Planning Motion -- Sophie Helpard, Isaac Jacobi  
A discussion on the logistics of implementing this motion occurred.

**Moved by C. Maidment, Seconded by I. Lalani, passed unanimously**

2. Budget Presentation -- Sophie Helpard, Jonathan English  
A presentation was received on the budget. We want to add context, and greater understanding to budget. Great work by the entire budget team on pulling this together.

The President, Secretary-Treasurer, Managing Director, Finance and Administration fielded clarifying questions from the board regarding the budget and its implications. No changes to the budget were proposed. The Board would like to receive more information from each of the corporate units on strategy, and they would like to receive these updates throughout the year.

After you pass this draft, this will become a public document and might go through other changes after talking with the public. Anything and everything in this budget can be changed, but we are unsure what areas of focus of change could be. The incoming slate might impact the budget so we might see changes there.

**Motion to approve the draft budget moved by R. De Sequeira, Seconded by P. Demarco, passed unanimously**

**15 minutes recess approved at 4:17pm unanimously.**

**The board reconvened at 4:36pm**

**The board passed a motion to move in-camera to deal with a HR and Contractual Matter. Motion passed unanimously**

**The board unanimously passed a motion to return to the public meeting.**

**INQUIRIES AND OTHER BUSINESS**

None

**ADJOURNMENT OF CONFIDENTIAL BOARD MEETING**

The Board adjourned on motion, by consensus at 6:35pm.

**CARRIED**

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Secretary

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Chair