



BOARD OF DIRECTORS – MEETING MINUTES

Meeting Date	January 16, 2023	Time	3:00pm
Meeting Title	Board Meeting	Type	Regular
Meeting Chair	P. Liang	Location	Boardroom

Attendees		Regrets
Board	P. Liang, Chair K. Arora, Governance Committee Chair C. Balas, HR Committee Chair A. Chen, Finance Committee Chair E. Gardner, USC President I. Berry K. Henricus J. Liu R. Mohamad	
Management	J. Armour, COO K. Pacheco, Senior Manager People and Development E. Biswurm, VP Governance and Finance V. Macauley, Senior Manager Finance and Compliance J. Oware, Finance Manager	N. Soave
Recording Secretary	J. Higgins, Leadership Support Manager	
Guests		

1. Call to Order:

The meeting was called to order at 3:04pm.

2. Land Acknowledgement

3. Disclosures of Conflict of Interest:

There were no disclosures of conflict of interest.

4. Adoption of Agenda:

Motion – A. Chen motioned to approve the agenda. C. Balas seconded the motion. The motion was approved.

5. Comments from the Chair: P. Liang wished everyone a happy new year! She stated that she is happy to be back, and is excited to be back in person with everyone.

6. USC Mission Moment: E. Gardner stated that nominations opened today for President, and realized that he will need to explain how the Board works to his predecessor. He continued to state that many Student Unions across Canada don't have as robust organization, certainly not a high functioning Board. He stated that these are the things he will tell the next president: to have a passion for students and act in their best interest, to work hard to uphold the legitimacy to students, and without the Board none of what we do is possible and that they are the true custodians of students and their best interests. He thanks them for the work of the past few months, and the last few of his presidency.

7. Approval of Minutes:

7.1.	November 14, 2022 Meeting Minutes
Motion to approve the minutes from the November 14, 2022 meeting. E. Gardner motioned to approve. J. Liu seconded the motion. The motion was approved.	

8. Reports for Information:

8.1.	Executive & COO Report	J. Armour & E. Gardner
<p>J. Armour and E. Gardner summarized the Executive & COO Report. J. Armour stated that there is a new national rep and the unfair labour practice has been put on hold. They are coming to the table with their new rep, and we are just explaining the landscape. K. Pacheco is hopeful that we will get deal with this new rep before the conciliation process.</p> <p>P. Liang inquired given inflation and increasing costs, if there would be any significant cuts or price increases for students in the upcoming budget. J. Armour stated that there will not be cuts, we are in a growth phase right now with our staff and otherwise. He continued that in terms of the costs, there are lots of way to manage those like portion size, price change, offering a different product or leaning on suppliers. The goal from the exec is to give students what they need with the budget we have.</p>		

8.2.	Board Expectations	K. Pacheco
<p>In regards to Election season, K. Pacheco stated that as Directors the EGC reports into the Board, so you oversee elections. Due to that, Directors cannot be involved in any elections or consultations. Consultations should go through the President or Vice Presidents. We facilitate faculty elections. Senate and Board of Governors is separate from the USC and not a conflict of interest.</p> <p>J. Liu inquired if it would be best to avoid sharing any elections related materials. K. Pacheco stated that would be best to keep you and the board completely separate from it.</p>		

9. Reports from Board Committees:

9.1.	Finance Committee	A. Chen			
A. Chen summarized the Finance Committee Report . There were no questions.					
9.1.1.	F2023 September Financial Statements	A. Chen			
BIRT the Board of Directors accept the F2023 October Financial Statements.					
Moved	E. Gardner	Second	J. Liu	Approved	Unanimous

9.2.	HR Committee	C. Balas
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C. Balas summarized the HR Committee Report . She added that since writing the report, one bargaining date has been set.					
9.2.1.	HR Policy Review				C. Balas
BIRT the Board of Directors approve the updates made to the following HR policies: Injury/Incident Investigation Policy & Procedure, Intern & AVP Scope of Responsibilities Policy, Schedule of Posted Health & Safety Materials Policy, Social Media Policy, Health & Safety Policy, and Discrimination Harassment & Violence Reporting Policy & Procedure.					
Moved	C. Balas	Second	E. Gardner	Approved	Unanimous

9.3.	Governance Committee				K. Arora
K. Arora summarized the Governance Committee Report . There were no questions.					

9.4.	Gazette Publishing Committee				K. Henricus
K. Henricus stated there was nothing to report in December other than attendance at the last GPC meeting. EIC Hope emailed today to meet with K. Henricus and discuss the strategic plan with a focus on an EDI lens. It will go to the GPC in the next cycle.					

Motion to accept the reports provided by the Executive/COO, HR Committee, Finance Committee and Governance Committee.					
Moved	E. Gardner	Second	A. Chen	Approved	Unanimous

10. Confidential Session

Motion to go in camera.					
Time	3:41pm	Return	4:28pm		
Moved	A. Chen	Second	R. Mohamed		

11. For Decision

11.1.	COO Performance Appraisal				E. Gardner
BIRT the Board of Directors accept the COO Performance Appraisal as presented by E. Gardner in the confidential session.					
Moved	C. Balas	Second	J. Liu	Approved	Unanimous

13. Inquiries and Other Business:

14. Motion to adjourn at 4:29pm. P. Liang motioned to adjourn. A. Chen seconded the motion. The motion was approved.