

MINUTES

CCSS Board of Directors meeting, November 18, 2024 4:37pm
Virtual meeting, various locations

SOLANKI, Prince (BoG).....External Executive	CHONA, Manvi Interurban Director
LEYLAND, Sean (BoG).....Interurban Executive	NAGRA, Gurleen Interurban Director
KAUR, JaspreetLansdowne Executive	VACANT..... Interurban Director
SINGH, Talwinder.....Finance Executive	SINGH, Arshdeep Lansdowne Director
PLOURDE, TalhiaW&A Director	VACANT..... Lansdowne Director
TRAN, Phuong (Polly).....International Director	VACANT..... Lansdowne Director
BALUYUT, TerencePride Director	VACANT..... Lansdowne Director
PATTERSON, Rose.....Indigenous Director	COVARRUBIAS, David..... Off Campus Director
UNARCE, Elaine.....Sustainability Director	SOLANKI, Purav Education Council
BULT, Olivia.....Women’s Director Education Council
PERALTA, Hector.....Interurban Director	

Attending: Prince Solanki, David Covarrubias, Elaine Unarce, Gurleen Nagra, Jaspreet Kaur, Manvi Chona, Olivia Bunt, Polly Tran, Purav Solanki, Rose Patterson, Sean Leyland, Tahlia Grace, Terence Baluyut

Absent: Talwinder Singh

Guests & Staff: Michel Turcotte, Michael Glover, Christine Desrochers, Matthew Martin, Gord Rant, Chris Berghuis, Erik Allas, Gupreet Dade, Jeremy Frederickson, Hannah De Guzman, Angela Chou, Navreet Singh Sidhu, Vikas Rana, Vishal Rana

Regrets:

I Call to Order

- a) **Meeting called to order by Speaker of Council**
Prince called the meeting to order at 4:37 pm Monday, November 18th, 2024
- b) **Recognition of Coast Salish Territory**
Prince acknowledged the Coast Salish Territory on which the meeting is being held. Camosun College Student Society serves students on the traditional territories of Lekwungen and WSÁNEĆ speaking peoples, T’souke, Scia’new and Pacheedaht First Nations

II Ratification of Agenda/Approval of Previous Minutes

Attendance

Approval of the agenda:

MOTION **Plourde / Baluyut**
BIRT the CCSS Board of Directors approve the agenda as presented
CARRIED

Approval of Previous Minutes - October November 4th, 2024:

MOTION **Plourde / Tran**
BIRT the CCSS Board of Directors approve the minutes from November 4th, 2024 as presented

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III Presentations/Resignations/Guest Business/Announcements/etc.

- a) Tompkins Wozny auditors – Draft audited financial statements (fiscal year 2023-24) – **Erik** presented the March 2024 fiscal year-end financial statements. They have no significant recommendations due to the diligence of **Matthew Martin**. **Erik** shared his screen to present the audit. He highlighted that the financial documents are not prepared by Tompkins Wozny, that is done by management. He showed the various funds and totals, with the March 31st total owned assets being 13.8 million while the liabilities were 1.45 million. Therefore, retained earnings are 12.3 million. This total has increased by 1.7 million since last year.

Erik highlighted our expenses which were comparable to last year. Everything has now been verified and the auditors are overall very happy.

Michel noted for new board members that most of these funds are not accessible and we draw our operating funds out of the operating budget. We can't just "run to the bank".

Matthew and **Michel** advised **Erik** that there are no major changes this year.

MOTION Baluyut / Patterson

BIRT the CCSS Board of Directors approve the draft audited financial statements for the 2023-24 fiscal year as presented

CARRIED

- a) Introduction to Alumni and Advancement & Erasing Barriers Fund Matching Support \$15,000.00 - **Chris Berghuis** spoke about his role of fundraising and meeting with donors and mentioned how amazed he was by the CCSS contributions. The CCSS has been a matching partner for Erasing Barriers for the past 5 years as part of Giving Tuesday. Erasing Barriers is an emergency bursary set up to help any students (including international students) facing emergency financial difficulties. This is accessed through financial aid and funded purely through donations.

Rose asked if this funding was available to those who are receiving other financial aid. **Michel** replied that no, there are no restrictions, however, you must demonstrate financial need. Repeat applications are permitted, but it is strictly for emergency crises. **Terence** mentioned that it is hard to find information on how to apply for this help and recommended financial aid look into making the information more accessible. **Matthew** mentioned that the CCSS does have a webpage which highlights the various support that students can receive through the CCSS, but that the financial aid should have information online as well.

MOTION Patterson / Tran

BIRT the CCSS Board of Directors approve a matching donation of \$15,000.00 for the Erasing Barriers Fund

CARRIED

- b) CCSS finances and payments - **Matthew** provided additional information on finances for the new directors. He covered the purpose of the CCSS, funding, budget, the essential nature of the audit, the process of how CCSS money is spent, and how payment requests are processed. If board members are making purchases, get approval first, and then send receipts to getpaid@camosunstudent.org to be

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reimbursed. In terms of payroll, some directors are paid hourly while others are paid for meetings (Reports must be submitted in order to be paid). Interact e-transfer is the primary mode of reimbursement whereas hourly wages are paid through the college.

IV Financial Motions/Issues

- a) Up to \$3,000.00 for food hampers for Indigenous students – **Rose** is asking for up to \$3,000.00 to give out gift cards in place of indigenous food hampers. **Matthew** says he suggested \$3,000.00 to align with the general hamper costs. \$8,700.00 is left in the Indigenous balance to last until last March.

MOTION **Baluyut / Bult**

BIRT the CCSS Board of Directors approved \$3,000.00 for food hampers for Indigenous students

CARRIED

- b) \$19,000.00 - British Columbia Federation of Students (BCFS fee levy November 2024) - **Matthew** states that this is our regular monthly payment for BCFS membership. The college has forwarded the funds to us and we are now responsible for remitting it forward.

MOTION **Moved / Seconded**

BIRT the CCSS Board of Directors approve a \$19,000.00 payment to the British Columbia Federation of Students for the BCFS fee levy for November 2024

CARRIED

- c) BCFS membership fees enabling motion - **Matthew** states that there has been feedback that approving each of these payments shouldn't need to go to every other board meeting. **Matthew** clarified that this motion would stand until August of 2025. Sean asks if there are other financial motions that we could do this with. **Matthew** states that CASA is twice a year but has a fixed amount, unlike the varied amount for the BCFS. **Sean** would like a reporting portion to be added so that the board is aware that this has been paid. **Michel** says that that is not a possibility and we will just continue bringing it to meetings if they would like reporting. **Sean** would like to see what other automatic expenses the signing authorities have permission to sign for. **Michel** said that information is available to board members. **Prince** and **Talwinder** are our current signing authorities.

MOTION **Patterson / Kaur**

BIRT the Board of Directors authorises the signing authorities to remit BC Federation of Students (BCFS) membership fees for the 2024-25 academic year to the BCFS that we receive from Camosun College.

CARRIED

- d) \$31,632.77-Nexus Publishing Society – Nexus grant top-up for 2023-24 fiscal year. (Note: CCSS pays \$16,254.54 per quarter and then tops up to \$1.19/student/month for the 2023-24 fiscal year after the audit completes.) -**Matthew**

MOTION **Moved / Seconded**

BIRT the Board of Directors authorises the Nexus top-up

CARRIED

- e) \$1,500.00-lpads for Walksafer, clubs, and events - **Michael** states that there is an issue with Walksafer where the Homebase app is not compatible with some of the work studies phones. There is money in the

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budget for both iPads and Otterboxes, and having these available for data entry and student assistance is vital to the initiative.

MOTION Moved / Seconded

BIRT the Board of Directors authorises up to \$1500 for new iPads

CARRIED

V Committee Reports

- a) Organizational Design—**Prince** - no report
- b) Special Events—Sean would like to highlight Terence’s amazing work at the Chargers' [pride night and trans awareness week. The board received an email thanking them for the amazing effect this visibility has had.](#)
- c) Campaigns & Advocacy — **Prince** reported on Diwali and a radio interview with CBC about international student issues and the new federal rules. **Prince** is also reaching out to various diplomats to ask for help in making sure students are being treated fairly. He also reminded **Terence** that he is the Camosun representative on the Victoria Regional Transit Committee and will be speaking with the UVSS about the proposed McKenzie changes at the next meeting.
- d) Executive Committee — **Prince** - no report
- e) Finance Committee – **Talwinder** - no report
- f) Electoral Committee — **Gord/Michel** – no report
- g) Personnel Committee - no report

VI Member Reports

VII Other Reports

- a) Executive Director’s report — **Michel** spoke to the major announcement that Camosun released last week which has resulted in the merger (absorption) of several departments. That process is still working its way though, but it has resulted in the reduction of exempt administrative staff. This is likely phase one of the college changes if there is no adjustment to these new international regulations.
Prince and **Michel** are in Ottawa next week for CASA lobbying. **Michel** mentioned that these new international rules are discriminatory to colleges and he hopes that this lobbying will make some impact.

VIII Unfinished Business

- a)

IX Question Period

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X New Business

- a) Appointment of vacant Director positions - **Michel** explained the process for appointing directors to the vacant positions. **Prince** opened the floor for interurban director nominations: **Jeremy Frederickson** and **Hannah De Guzman**.
Hannah De Guzman is the successful candidate.

Lansdowne directors nominated: **Navreet Singh Sidhu, Vikas Rana, Vishal Rana, and Angela Chou**
Vikas Rana, Angela Chou, Vishal Rana are the successful candidates.

MOTION **Baluyut / Plourde**

BIRT the Board of Directors ratifies the appointment of the Lansdowne and Interurban directors

CARRIED

- b) Ask for interest in having guest speakers come to share Indigenous culture and teaching to the Board - **Rose** is interested in having Indigenous alumni come and speak to the board about their experiences and share indigenous culture. **Olivia** asks if it should be during a board meeting or another separate meeting. **Rose** states that it would happen during a board meeting. She is asking for \$500 per person (2 speakers) as an honorarium. **Michel** suggests that she instead host a workshop hosted by the elders so that it is more accessible to the college and to honour those speaking. The board shows interest in having someone come to a board meeting, so Rose will formulate some more concrete plans and return with a proposal.
- c) Discussion about December 2nd and April 7th board meetings (conflict with BoG meetings) - **Christine** explained the conflicts regarding board meetings on the same dates as BoG meetings. **Prince** stated he is fine with sending his regrets. **Sean** pointed out that this will be an ongoing issue for future board members. The December 2nd meeting will remain as planned, and no firm decision is made regarding the April 7th meeting due to potential conflicts with other board members' schedules.

- d) Appointment of committee and portfolio positions - **Michel**

MOTION **Baluyut / Bult**

BIRT the Board of Directors tables the appointment of committee and portfolio positions.

CARRIED

MOTION **Moved / Seconded**

Adjourn 8:01pm

CARRIED