

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



Present:

Liam Hunter	President
Dawson Thomas	Vice President
Jaira Velasco	Director
Maclean Jarvis	Director
Tomi Aroge	Director
Arek Gellatly	Director
Hana Hossain	Director
Truc Thanh	Director
Jasmin Bhatti	Director
Marc Stromme	Executive Director
Rachel Paris	Manager, Governance & Advocacy
Rio Valencerina	Coordinator, Governance Administration

Guests:

Dominique I. Frederickson	Saitsa Administrative Staff
---------------------------	-----------------------------

	Agenda Item	Accountability	Time
1.0	Call to Order L. Hunter called the meeting to order at 5:06 p.m.	L. Hunter	2 Min
2.0	Acknowledgement of Traditional Indigenous Territories L. Hunter gave the acknowledgment of the Traditional Indigenous Territories.	L. Hunter	2 Min
3.0	Conflict of Interest Check L. Hunter reminded the Board of the definition of Conflict of Interest, and to declare any real or perceived conflict of interest. A Conflict of Interest is a situation in which a Member has a private interest which conflicts or competes with or could conflict or compete with the interests of Saitsa.	L. Hunter	2 Min
4.0	Approval of Agenda M. Stromme moved item 8.4 (Building Fee) to item 8.2, and item 6.3 (Executive Director Report) to item 9.2. L. Hunter struck items 7.0 and 9.1 (Advocacy position champions) from the agenda.	L. Hunter	2 Min

Motion:

To approve the Monday, June 7th regular meeting of the Board meeting agenda as amended.

A. Gellatly/J. Velasco
Motion Carried

The motion was approved by general consent.

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



- | | | |
|---|-----------|-------|
| 5.0 Adoption of Minutes | L. Hunter | 2 Min |
| 5.1 Regular Meeting of the Board April 12th Minutes | L. Hunter | 2 Min |

Motion:

To approve the minutes of the April 12th, 2021 regular meeting of the board.

M. Jarvis/A. Gellatly
9-0-0
Motion Carried

- | | | |
|---|-----------|-------|
| 6.0 Presidential Reports (maximum of 2 minutes each) | | |
| 6.1 President | L. Hunter | 2 Min |
| Report as submitted. | | |

J. Bhatti asked L. Hunter why neither he nor D. Thomas pursued a leadership role with the Calgary Student Alliance. L. Hunter explained that D. Thomas and L. Hunter have pursued other commitments with ASEC and CASA, which will limit their ability to work with the CSA.

A. Gellatly asked L. Hunter why none of the other ASEC members have shown any interest in the FSAA, and what this may imply for the FSAA. L. Hunter stated that other organizations that have been approved have not confirmed if they will send a delegate to FSAA elections. L. Hunter does not believe this is indicative of their intended engagement with the FSAA.

- | | | |
|---------------------------|-----------|-------|
| 6.2 Vice President | D. Thomas | 2 Min |
| Report as submitted. | | |

M. Jarvis asked D. Thomas for more information regarding the UPass information session, and if the Calgary Transit My Fare app will be integrating the UPass. D. Thomas responded saying that the UPass integration has been partially successful so far, with 65% to 75% of University of Calgary spring/summer semester students adopting the app. L. Hunter has suggested that this program may be expanded for September.

A Gellatly asked D. Thomas for more information on his meeting with mayoral candidate Jyoti Gondek. D. Thomas responded that the meeting was an introduction, where he and L. Hunter asked what information she may be searching for from students. L. Hunter explained that he and D. Thomas did not get into specific asks for the Councillor, but briefly discussed the UPass program.

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



- 7.0 **Business Items**
- 7.1 **Policy Manual Approval** M. Stromme 20 Min

Motion:

WHEREAS the Saitsa membership approved new Bylaws to govern the organization at its 2021 Annual General Meeting, establishing a new policy governance structure for Saitsa; and

WHEREAS the Board of Directors, as a policy governing board, shall define its end goals, governance processes, Board-Executive Director Relationship, and Executive Limitations in its policy governance manual;

BE IT RESOLVED that the Board of Directors approve the Saitsa Policy Manual, as presented; and

BE IT FURTHER RESOLVED that the Board of Directors delegate all authority regarding previously existing policies and procedures to the Executive Director for the administration of Saitsa and its programs and services.

J. Bhatti/A. Gellatly
9-0-0
Motion Carries

- 7.2 **Restricted Building Fee** M. Stromme
15 Min

L. Hunter asked M. Stromme how much of an effect suspending the fee may affect Saitsa's budget. M. Stromme responded that Saitsa's operational budget will not be affected, as the Restricted Building Fee

Main Motion:

WHEREAS Section 1.5 of the Saitsa Board of Director Policy Manual states that the Board shall seek opportunities to minimize the financial burden on students; and

WHEREAS the COVID-19 Pandemic has resulted in significant financial hardships for SAIT Students;

AND WHEREAS in mid-May Statistics Canada released survey statistics showing post-secondary students have been significantly affected by the COVID-19 Pandemic

BE IT RESOLVED Saitsa implements a temporary waiver of the Saitsa Building Fee for the Fall 2021 term.

T. Aroge/J. Velasco
8-1-0
Motion Carries as Amended

Subsidiary Motion:

To amend the previous motion to read as follows:

WHEREAS Section 1.5 of the Saitsa Board of Director Policy Manual states that the Board shall seek opportunities to minimize the financial burden on students; and

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



WHEREAS the COVID-19 Pandemic has resulted in significant financial hardships for SAIT Students;

AND WHEREAS in mid-May 2020 Statistics Canada released survey statistics showing post-secondary students have been significantly affected by the COVID-19 Pandemic

BE IT RESOLVED Saitsa implements a temporary waiver of the Saitsa Building Fee for the Fall 2021 term.

J. Bhatti/T. Aroge
9-0-0
Motion Carries

7.3 Saitsa 2021-2022 Annual Budget M. Stromme 30 Min

Motion:

WHEREAS the COVID-19 Pandemic has resulted in significant financial hardships for SAIT Students;

AND WHEREAS, on April 12th, 2021, the Saitsa Board of Directors implemented a temporary waiver of the Saitsa Building Fee for the Summer 2021 term;

AND WHEREAS, on June 7th, 2021, the Saitsa Board of Directors implemented a temporary waiver of the Saitsa Building Fee for the Fall 2021 term;

BE IT RESOLVED to approve the Saitsa membership fee structure for the 2021/2022 fiscal year as follows:

July 2021 to December 2021 as

- General Operations: 95%,
- Capital Assets: 5%,

AND FROM January 1, 2022 to June 30th, 2022 as

- General Operations: 55.4%
- Capital Assets: 2.9%
- Restricted Building Fund: 41.7%

A. Gellatly/J. Velasco
9-0-0
Motion Carried

Motion:

BE IT RESOLVED to approve the 2021/2022 fiscal year operational budget as Presented.

J. Velasco/A. Gellatly
9-0-0
Motion Carried

7.4 Annual Capital Asset Budget M. Stromme 20 Min

Motion:

BE IT RESOLVED to approve the 2021/2022 fiscal year capital asset budget as Presented.

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



A. Gellatly/J. Velasco
9-0-0
Motion Carried

7.5 Board Advisor Appointment

M. Stromme 10 Min

Motion:

To move In-Camera without staff and guests.

J. Bhatti/A. Gellatly
Motion Carried

The motion was approved by unanimous consent.

The Board move In-Camera at 7:02 p.m.

Motion:

To move Ex-Camera.

L. Hunter/A. Gellatly
Motion Carried

The Board move Ex-Camera at 7:40 p.m.

Motion:

WHEREAS the Saitsa membership approved new Bylaws to govern the organization at its 2021 Annual General Meeting, establishing a new policy governance structure for Saitsa; and

WHEREAS the Bylaws mandate the Board appoint a Board Advisor to serve as a parliamentarian and resource for the President, as chair, and Directors;

BE IT RESOLVED the Board of Directors proceed with an application process to select a Board Advisor for the 2021 – 2022 Board of Directors.

J. Bhatti/J. Velasco
9-0-0
Motion Carried

M. Jarvis left the meeting at 7:57 p.m.

7.6 Grant Program Policies and Procedures

R. Valencerina 10 Min

WHEREAS section 1.3.5 of the Saitsa Board of Directors policy manual defines one of Saitsa's end goals as improving Member's practical life skills;

BE IT RESOLVED that the Board of Directors approve the approve the amended Student Grant Program policies and procedures, as presented.

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



A. Gellatly/H. Hossain
8-0-0
Motion Carried

8.0 Information/Discussion

8.1 Upcoming Saitsa Events

R. Valencerina 3 Min

R. Valencerina presented upcoming Saitsa events to the Board.

8.2 Executive Director Report

M. Stromme presented his report to the Board.

A. Gellatly asked for clarification on how Saitsa's operational reserve will be developed. M. Stromme responded that the 30% operational reserve is an estimate that will be determined over the next year.

L. Hunter asked for clarification regarding Saitsa's compliance with its cash flow projections by Saitsa's bank accounts.

L. Hunter asked if M. Stromme has considered completing an EDI review for Saitsa. M. Stromme responded that staff will be researching and reviewing the possibility of creating an EDI policy and conducting a review.

M. Jarvis rejoined the meeting at 8:08 p.m.

T. Aroge left the meeting at 8:14 p.m.

Motion:

To move In-Camera without staff and with M. Stromme.

J. Bhatti/A. Gellatly
Motion Carried

The motion was approved by unanimous consent.

The meeting moved In-Camera at 8:16 p.m.

M. Stromme was excused at 8:20 p.m.

Motion:

To move Ex-Camera.

J. Bhatti/A. Gellatly
Motion Carried

The motion was approved by unanimous consent.

The meeting moved Ex-Camera at 8:21 p.m.

9.0 Questions/Adjournment

L. Hunter 2 Min

Motion:

Saitsa Board of Directors Meeting Minutes

June 7th, 2021 at 5:00 p.m.
Microsoft Teams



To adjourn the meeting.

A. Gellatly/J. Bhatti
Motion Carried

The motion was approved by unanimous consent.

The meeting adjourned at 8:22 p.m.