



Meeting #:	353
Date:	19 <sup>th</sup> December, 2023
Time:	7 PM [EST]
Location:	HMC Campus Boardroom

Director	In Attendance	Calling In	Absent	Late
Chairperson: Harjot Sidhu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Darshil Vaviya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gulsher Cheema	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ademidun Abimbola	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kishan Khavas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mohammedsaifali Multani	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nhu Y Lai Tran	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajdeepkaur Jat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Haider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shrey Jani	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Siddhi Gandhi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vidhya Ganapathy Subramanian	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total	04	07	1	0

Quorum is reached with 12 directors being present.

Ex-Officio Member	In Attendance	Calling In	Absent	Late
Kyle Budge, President, Interim Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jamie (James) King, Managing Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dilas Siddiqui, Governance Coordinator and CRO	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maria Lucido-Bezely, Dean of Students	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Guests In Attendance</b>	Sawssan Matar
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<b>Agenda Item 01</b>	<b>Call to Order</b>
Notes: Meeting is called to order at 7:22 PM [EST] with 11 members present.	

<b>Agenda Item 02</b>	<b>Roll Call</b>
Notes: <ul style="list-style-type: none"> <li>Dilas Siddiqui does the roll call and states that 11 directors will be joining the meeting today, with 4 attending in person and 7 attending virtually.</li> </ul>	

<b>Agenda Item 03</b>	<b>Opening Remarks</b>
Notes: <ul style="list-style-type: none"> <li>Nhu Y Lai Tran does the land acknowledgement.</li> </ul>	

<b>Agenda Item 04</b>	<b>Approval of Current Meeting Agenda</b>		
Motion:	I move that we approve the agenda for the 353 <sup>rd</sup> SSU Board Meeting Agenda as presented to the board.		
Moved By:	Darshil Vaviya	Seconded By:	Nhu Y Lai Tran
Notes: <ul style="list-style-type: none"> <li>Kyle Budge brings up the agenda on screen.</li> </ul>			
Motion Carries			
Votes:	For: 11	Against: 0	Abstain: 0

<b>Agenda Item 05</b>	<b>Approval of the Previous Meeting Minutes</b>		
Motion:	I move that we approve the 352 <sup>nd</sup> Meeting Minutes, as presented to the Board.		
Moved By:	Sara Haider	Seconded By:	Darshil Vaviya
Notes: <ul style="list-style-type: none"> <li>Kyle Budge brings up the meeting minutes on the board.</li> </ul>			
Motion Carries			
Votes:	For: 11	Against: 0	Abstain: 0

<b>Agenda Item 06</b>	<b>Declaration of Conflicts of Interest</b>
Notes: <ul style="list-style-type: none"> <li>Kyle Budge, Jamie King and Dilas Siddiqui will have a conflict of interest with the in-camera session and will be leaving for the duration of the session.</li> </ul>	

Agenda Item 07		Quarterly Update	
Motion:	The SSU board moves to receive the 2023-2024 Q2 Fiscal Update as Presented		
Moved By:	Sara Haider	Seconded By:	Nhu Y Tran
Notes:			
<ul style="list-style-type: none"> <li>Jamie King provides a quarterly update on the Sheridan Student Union’s financial conditions and informs everyone that Hanh Ngo will not be attending the meeting.</li> <li>Jamie reminds everyone that the Quarterly Update only contains information up to October 31<sup>st</sup>, 2023, which entails only a couple months of student activity.</li> <li>The quarterly update was presented to the finance committee prior to the board meeting and the purpose of the update was to demonstrate compliance with a variety of metrics. At the end of October, the consolidated statement of financial position illustrated cash and cash reserve balances of approximately \$30 million. Jamie also detailed several obligations with regards to the building capital fund, an example being a \$10 million loan with the college surrounding the new HMC student center.</li> <li>Jamie went on to mention that the organization continued to be in a very strong financial position but reminded the board that the organization was not expending more funds than what had been collected from students.</li> <li>Jamie also mentioned that the SSU expects to accumulate approximately \$5.634 million in revenue, in terms of the annual budget. At the end of October, almost 6 months into the year, the organization currently has a revenue of approximately \$3.568 million. This number is well over what was expected.</li> <li>Although the number is an approximation, Jamie reiterated that when it comes to revenue, a lot of it has to do with student fees from increased enrollment. When enrollment increases, fee revenues increase. However, revenue is hard to predict this year due to robust student enrollment projections and the SSU making cautious calculations regarding those numbers. For instance, in the budget the board approved last year, a deficit budget of approximately \$287,000 was expected. However, at this point, the organization will be running a surplus with that number being somewhere between approximately \$90,000 to \$380,000, again mostly tied to increased student enrolment.</li> <li>Jamie further reiterated that he wanted the Board to be aware that most of the funding was brought about by increased enrolment and that strategies to address that surplus and do something responsible with it would be considered the responsibility of the Board.</li> <li>Jamie went on to mention other housekeeping points such as the SSU’s diligence on making sure employees were paid on a biweekly basis and that tax payments or other government ordered payments were not filed incorrectly in order to not be penalized. He also wanted the board to be made aware that they have not made a single purchase or commitment greater than \$25,000 and provided evidence of that.</li> <li>Jamie concluded by saying that the SSU did not foresee any real threats in the current fiscal year regarding its financial position budget of any significance other than a surplus.</li> <li>Kyle Budge asked if the surplus in the quarterly update was based on the expected or projected enrollment to which Jamie replied it was based on the budgeted expected enrollment</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	11	0	0

<b>Agenda Item 8</b>	<b>Board Retreat Recap</b>
Notes:	
<ul style="list-style-type: none"> <li>• Jamie King summarized what the board talked about during their board retreat in Ottawa which included setting goals such as:</li> <li>• Revamping and increasing financial aid (scholarships, bursaries, etc.) available to students.</li> <li>• Changing the structure of the board of directors to allow for better diversity and representation.</li> <li>• Building and adding to the internship and co-op framework at the SSU.</li> <li>• Increasing the number of off-campus events available to students.</li> <li>• Establishing a task force/committee that deals with issues concerning student housing.</li> <li>• Jamie mentioned that it would be efficient to have initial thoughts prepared by him and members of the student executives around how to further some of these goals and advance them before the end of the academic year. He asked the board for feedback on that plan to which Harjot Sidhu replied that due to certain board members not being present, the board would reconvene and get back to Jamie.</li> <li>• A discussion ensued between Maria Lucido and other board members about the goal related to restructuring the board to allow for better diversity and representation and what that process would look like. Maria also mentioned that although cultural diversity was very important, as representatives of the student body, a good balance should also be kept between domestic and international students.</li> <li>• Kyle Budge reminded the board that any structural decision they make, would be decided on and voted in by the student body at the AGM.</li> </ul>	

<b>Agenda Item 09</b>	<b>Winter 2024 Board Meetings</b>		
Motion:	I move that the Board of Directors meet every other Wednesday from 7 PM to 9 PM for the Winter Semester, with the first board meeting taking place on January 19, 2024 □		
Moved By:	Harjot Sidhu	Seconded By:	Darshil
Notes:			
<ul style="list-style-type: none"> <li>• The board decided on when to meet for their bi-weekly board meetings in the Winter semester</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	11	0	1

<b>Agenda Item 10</b>	<b>New Business</b>
Notes:	
<ul style="list-style-type: none"> <li>• Kyle Budge asked the board if they were aware of the international student event happening on January 6<sup>th</sup> and to reach out to him for more information if they hadn't been informed by anyone else.</li> <li>• Kishan Khavas asks if any space on the Sheridan campuses is allowed to be rented out to non-profit organizations. Kyle replies by saying that for the SSU space, the answer is no unless they're partnered with the organization. Maria recommends that Kishan contact the Events and Conferences department of Sheridan College since the requests vary by number of people and logistic details. Shelly from that department would reply once he reached out to them.</li> </ul>	

<b>Agenda Item 11</b>		<b>In Camera Session</b>	
Motion:	I move that we transition into an in-camera session to discuss an issue concerning the organization's governance structure.		
Moved By:	Harjot Sidhu	Seconded By:	Darshil Vaviya
Notes:			
<ul style="list-style-type: none"> <li>The board will be moving into an in-camera session in order to discuss a confidential HR matter.</li> <li>Harjot asks Jamie and Dilas to stay for a specific period and lets them know that they can leave once the board decides to hold a conversation with themselves and Maria.</li> <li>The board moves into open session at 8:01 PM [EST].</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	1

<b>Agenda Item 12</b>		<b>In Camera Session</b>	
Motion:	I move that we transition back into open session		
Moved By:	Harjot Sidhu	Seconded By:	Darshil
Notes:			
<ul style="list-style-type: none"> <li>The board moves back into open session at 9:20 PM [EST].</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

<b>Agenda Item 13</b>		<b>In Camera Session</b>	
Motion:	The board has resolved to provide confidential info to the HR director and the information has been shared		
Moved By:	Harjot Sidhu	Seconded By:	Darshil Vaviya
Notes:			
<ul style="list-style-type: none"> <li>The board has reached a resolution regarding the issue they discussed during the in-camera session.</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	10	0	0

<b>Agenda Item 14</b>		<b>Adjournment</b>	
Motion:	"I move that we adjourn the 352 <sup>nd</sup> Meeting of the SSU Board of Directors."		
Moved By:	Harjot Sidhu	Seconded By:	Darshil Vaviya
Notes:			
<ul style="list-style-type: none"> <li>Meeting is adjourned at 9:29 PM [EST],</li> </ul>			
Motion Carries			
Votes:	For:	Against:	Abstain:
	12	0	0

**Referenced Documents:**

- ❖ 352<sup>nd</sup> Board Meeting Minutes
- ❖ 353<sup>rd</sup> Board Meeting Agenda

Respectfully submitted by,

*Dilas Siddiqui*

(Signature of Secretary of the Board)

Adopted by the SSU Board of Directors in the meeting of

17th January, 2023

(Date of Meeting)

*Harjot S. Sidhu*

Harjot S. Sidhu (Jan 17, 2024 19:03 EST)

(Signature of Board Chairperson)







# 353 Meeting Minutes

Final Audit Report

2024-01-18

Created:	2024-01-16
By:	Dilas Siddiqui (dilas.siddiqui@sheridancollege.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAak5IRTw10-Pv0TWbtykndfCEvdM5LgsI0

## "353 Meeting Minutes" History

-  Document created by Dilas Siddiqui (dilas.siddiqui@sheridancollege.ca)  
2024-01-16 - 4:50:23 AM GMT
-  Document emailed to harjot.sidhu@sheridancollege.ca for signature  
2024-01-16 - 4:50:43 AM GMT
-  Email viewed by harjot.sidhu@sheridancollege.ca  
2024-01-18 - 0:02:31 AM GMT
-  Signer harjot.sidhu@sheridancollege.ca entered name at signing as Harjot S. Sidhu  
2024-01-18 - 0:03:12 AM GMT
-  Document e-signed by Harjot S. Sidhu (harjot.sidhu@sheridancollege.ca)  
Signature Date: 2024-01-18 - 0:03:14 AM GMT - Time Source: server
-  Agreement completed.  
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