

SHERIDAN STUDENT UNION AGENDA

Meeting: 2020-2021 Annual General Meeting

Date: Thursday October 14, 2021

Time: 5:00 pm

Location: Teleconference (Hop-In)

AGENDA ITEM	DESCRIPTION	MOTION	PRESENTER	TIME
Call to Order	Official commencement of the AGM.	-	Sarah, Board Chairperson	< 2 mins
Quorum	Announcing the minimum number of members to make proceedings valid.	-	Saz, Board Secretary	< 2 mins
Land Statement	A statement to recognize that the Meeting is on the territories Mississaugas of the Credit First Nations, Anishinaabe Nation, Huron-Wendat, and the Haudenosaunee Confederacy.	-	Sarah, Board Chairperson	< 2 mins
Mission Statement	A statement identifying the Corporation's Mission and Vision Statements.	-	Sarah, Board Chairperson	< 2 mins
Opening Remarks	Introduction of all proceedings for the meeting.	-	Sarah, Board Chairperson	< 2 mins
Approval of the Current Meeting Agenda	-	M-AMAX	Sarah, Board Chairperson	< 2 mins
Approval of the Previous Meeting Minutes	-	M-AMMX	Sarah, Board Chairperson	< 2 mins
Declaration of Conflicts and Proxies	All those with a conflict of interest for specific agenda items, or those attending as proxies shall speak now.	-	Sarah, Board Chairperson	< 2 mins

AGENDA ITEM	DESCRIPTION	MOTION	PRESENTER	TIME
Director Ratification	The new Directors will be introduced to the membership and ratified into their positions.	M-01	Sarah, Board Chairperson	< 2 mins
Auditor Ratification	The appointment of the auditor will be recognized and accepted by the membership	M-02	Sarah, Board Chairperson	< 2 mins
Introduction of the SSU	Present an introduction of the SSU and what it provides for its membership.	-	Kyle, SSU President / Jamie, SSU General Manager	10 mins
Impact Report	A guide through the impact report and showing you how the SSU has enhanced the #SheridanLife during the last fiscal year.	-	Kyle, SSU President	15 mins
Financial Report	A brief overview of how your finances look for the past, present, and future. Financial documents to be viewable and circulated before the meeting.	M-03	Hanh, Senior Finance Manager / Jamie, SSU General Manager / Gail Almand & Jim Horn, Auditors	10 mins
Bylaw Review	All new and proposed bylaw amendments as adopted by the Board of Directors, or as proposed by members. Bylaw documents to be viewable and circulated before the meeting.	M-04	Kyle, SSU President	10 mins
Closing Remarks & Adjournment	Final remarks and conclusion of any financial business.	M-AdjX	Sarah, Board Chairperson	< 2 mins

Meeting Motions

Motion Steps

- A director will raise their hand and will be called on by the Board Chairperson to make a motion.
- Director will then read the motion as written or create a motion if needed.
 - Specific motions will be written below for reference.
- The Board Chairperson will call for a seconder, which is indicated with a simple raised hand, and is announced by the Board Chairperson.
 - “Does anyone second the motion?”
 - “___ seconds the motion.”
 - If nobody seconds the motion, the Board Chairperson states “the motion falls to the floor” and moves on to the next item of business.
- If the motion is seconded, the Board Chairperson will then state “it is moved that ...” and repeats the motion as it was stated.
- Unless the mover requires the floor to clarify or present the motion, the board now discusses and debates the motion.
 - Amendments may be made to the original motion, or it may be retracted by the director who made the motion.
- If discussions end naturally, or someone moves to “Call the Question”, discussion is concluded and the Board Chairperson calls for a vote of all directors.
 - “I ask the directors to vote on the motion now.”
 - “All those in favour please raise your hand.”
 - “All those opposed please raise your hand.”
 - “All those abstaining from the vote please raise your hand.”
 - May need to ask directors to lower their hands after each part of the vote is counted.
- After the vote is concluded, the Board Chairperson will announce the results by stating the number of votes and if the motion “carries” or “is lost”.
 - “The motion carries/passes with XX votes for, XX votes against, and XX abstaining.”
- The Board Chairperson may state clear interpretations or actions to be taken from a motion that has carried or is lost.

Meeting Specific Motions

MOTION REFERENCE	MOTION
M-AMAX	"I move that the members of the SSUI approve the 2020-2021 Annual General Meeting Agenda as presented."
M-AMMX	"I move that the members of the SSUI approve the 2019-2020 Annual General Meeting Minutes as presented."
M-01	"I move that the members of the SSUI ratify the new Directors, NAMES, as elected in the 2021 By-Election."
M-02	"I move that the members of the SSUI authorize the SSU to renew its contract with MacGillivray Chartered Public Accountants and Business Advisors to provide audit services for the 2022-2023 fiscal year."
M-03	"I move that the members of the SSUI receive the 2020-2021 audited financial statements as circulated."
M-04	"I move that the members of the SSUI approve and adopt the amendments to the SSUI Bylaws as circulated."
M-AdjX	"I move that the members of the SSU adjourn the 2020-2021 Annual General Meeting."