

SHERIDAN STUDENT UNION AGENDA

– contain your excitement –

Meeting: 2021-2022 Annual General Meeting

Date: Monday March 6, 2023

Time: 1:00PM [EST]

Location: In-person: HMC Student Centre 5th Floor;
Virtual: TRC Board Room & DAV Clubs Room

| AGENDA ITEM | DESCRIPTION | MOTION | PRESENTER | TIME |
|-------------------|---|--------|----------------------------|----------|
| Call to Order | Official commencement of the AGM. | - | Shivang, 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 of the Mississaugas of the Credit First Nations, the Anishinaabe Nation, the Huron-Wendat, and the Haudenosaunee Confederacy. | - | Kyle, SSU President | < 2 Mins |
| Mission Statement | A statement identifying the Corporation's Mission and Vision. | - | Shivang, Board Chairperson | < 2 Mins |
| Opening Remarks | Introduction of all proceedings for the meeting. | - | Shivang, Board Chairperson | < 2 Mins |

| AGENDA ITEM | DESCRIPTION | MOTION | PRESENTER | TIME |
|--|--|--------|---|----------|
| Approval of Current Meeting Agenda | - | M-AMAX | Shivang, Board Chairperson | < 2 Mins |
| Approval of Previous Meeting Minutes | - | M-AMMX | Shivang, Board Chairperson | < 2 Mins |
| Declaration of Conflicts of Interest & Proxies | All those with a conflict of interest for specific agenda items, or those attending as proxies shall speak now. | - | Shivang, Board Chairperson | < 2 Mins |
| Auditor Ratification | The appointment of the auditor will be recognized and accepted by the membership. | M-01 | Shivang, Board Chairperson | < 2 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 | 25 Mins |
| Financial Report | A brief overview of how our finances look for the past, present, and future. Financial documents to be viewable and circulated before meeting. | M-02 | Hanh, Finance Director / Jamie, SSU Managing Director | 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 meeting. | M-03 | Kyle, SSU President | 10 Mins |
| Closing Remarks & Adjournment | Final remarks and conclusion of any final business. | M-AdjX | Shivang, 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 2021-2022 Annual General Meeting Agenda as presented." |
| M-AMMX | "I move that the members of the SSUI approve the 2020-2021 Annual General Meeting Minutes as presented." |
| M-01 | "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 2023-2024 fiscal year." |
| M-02 | "I move that the members of the SSUI receive the 2021-2022 audited financial statements as circulated." |
| M-03 | "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 SSUI adjourn the 2021-2022 Annual General Meeting." |