



Board of Directors Meeting Agenda

Date:	Thursday November 28th, 2024
Time:	6:30 pm This is a Hybrid Meeting In person at UC Room 332 Online at: Join Zoom Meeting https://us02web.zoom.us/j/84664726631?pwd=RDlSdk8vc3doendlcU8rWXFISEU0UT09 Meeting ID: 846 6472 6631 Passcode: 693643

Attendees: Chelsey, Miranda, Mike, Christopher, Odesia, Emily, Long-Fei, Chetna, Srinithi, Ian

Call to order. Chelsey

Approval of the agenda. Motion to approve Chelsey , second Mike

Approval of previous meeting minutes. [not submitted yet] Mike second the motion

Committee Reports - none

Agenda Item	Purpose	Lead	Duration	Motion
<ul style="list-style-type: none"> Setting Up for the AGM 	To ensure all BoD members are aware and available to join for AGM	Chelsey		
Notes	<ul style="list-style-type: none"> Auditor for the AGM (25min) <ul style="list-style-type: none"> Adrian to present at beginning of AGM Help with food <ul style="list-style-type: none"> Purchase take out containers Reaching quorum PSA - Mike to voice a second one, running 2 different PSAs daily outreach@cfriu.ca Eventbrite for the event outreach@cfriu.ca Make an Instagram/Discord post with an event notification - connect to Eventbrite chair@cfriu.ca to create Agenda Miranda, LongFei and Chelsey to email out to the 			



Board of Directors Meeting Agenda

	list of potential board members (Jenny provided list on Google Drive) miranda.dawn.hubbard@gmail.com longfei@cfru.ca chair@cfru.ca			
People's Conference for Palestine	Update for the funding request made by the Guelph4Palestine Group	Chelsey		
Notes	<ul style="list-style-type: none"> G4P has revoked their request for funding - due to several miscommunication factors, delays and confusion with the request Chelsey has asked we put together a package for funding requests / community requests <ul style="list-style-type: none"> Questions to ask (5 questions) chair@cfru.ca to add questions based on this experience Funding set aside Tech support Communications plan <ul style="list-style-type: none"> mikeashkewe@gmail.com and Emily Aimola to investigate communication plan options OPIRG, GRCGED, Equity Group, 10C This will be brought up at the AGM by Mike 			
Bylaws	Update on the process for Bylaws at the AGM	Chetna		
Notes	<ul style="list-style-type: none"> A draft version was put together - currently on Vice Drive - to be moved to Board Drive vicechair@cfru.ca Next step is presenting the Bylaws at the AGM - then 3 months for members to approve 			
Agreement with the University over UC space	Recurring item	Christopher		
Notes	<ul style="list-style-type: none"> No updates Waiting on UofG lawyers 			
Student Fee Committee		Emily		
Notes	<ul style="list-style-type: none"> Please remove from Agenda until June 2025 Email received from committee on 11-27-2024 approving our report 			
Finance	Monthly finance update	Emily Ian		Motion: Approve \$3000 to



Board of Directors Meeting Agenda

				be spent on EOY spending by marketing - Chelsey First: Mike Second: Miranda
Notes	<ul style="list-style-type: none"> • Finance Committee needs to meet to discuss options • Board to approve spending on Outreach purchases <ul style="list-style-type: none"> ○ Storage potential ○ New Outreach tent ○ \$999.00: Custom Commercial Top - 10' x 10' / Full Bleed Digital ○ \$69.00: Wide-Trax™ Roller Bag - 62" ○ \$375.00: Recreational Sidewall with Mesh Window ○ \$149.00: Deluxe Weight Bags - 45 lb. 4 Pack ○ \$299.00: Table Cover / 2.5'x6'x29'' • General purchase ideas <ul style="list-style-type: none"> ○ 3-4 student staff positions ○ Holiday helpers (holiday staff position) ○ CFRU Birthday Event ○ CFRU led workshops ○ Policy and systems consultant ○ Data Management Consultant <ul style="list-style-type: none"> ■ longfei@cfru.ca offered to assist with this setup - Emily Aimola 			
Other Business	<p>MOU- Bryan , Jenny etc</p> <p>Miranda has a suggestion and comments going into the next year.</p> <p>Hiring for next semester</p> <p>Holiday Helper Hiring</p> <p>Event invitation and request</p>	<p>Miranda</p> <p>Odesia</p> <p>Christopher</p> <p>Emily</p>	<p>5 mins</p> <p>5 mins</p> <p>5 mins</p> <p>5 mins</p>	<p>Motion to approve Bryan's leave hours, and his hours distributed to other staff members</p> <p>Board of Directors in Attendan</p>



Board of Directors Meeting Agenda

				<p>ce: Yay</p> <p>Motion to approve the MOU for Jenny's hour change First: Chelsey Seconded : Mike</p> <p>Motion for the approval for 2 holiday helper positions at \$750 per position s, with hours to be determined by staff - First: Chelsey, Seconded : Miranda</p>
Notes	<ul style="list-style-type: none"> • Thank you to the BoD member for a fantastic year! <p>MIRANDA</p> <ul style="list-style-type: none"> • Raised a point that policies are out of date • Proposed we hire a not for profit consultant or short term hire to assist with this • Chelsey suggests consulting company - Openly - or another group to do a systematic review of documents <ul style="list-style-type: none"> ◦ Suggested that Board members could be funded to do this work • Policy - data management - security <ul style="list-style-type: none"> ◦ Data archive server 			



Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> • LongFei suggests we should compile all data into one place for easy access for Board • Honorarium for Board members for this initial meeting • Initial meeting in January 2024 - to be brought up in the AGM? chair@cfriu.ca would prefer a more strategic plan in place • Interested parties: <ul style="list-style-type: none"> ◦ Emily ◦ LongFei ◦ Christopher ◦ Chelsey <p>ODESIA</p> <ul style="list-style-type: none"> • Odesia has sent to the Board the job descriptions & timeline for student roles for Winter 2025 • Odesia and Jenny to interview • Board will send out the contract chair@cfriu.ca <p>CHRISTOPHER</p> <ul style="list-style-type: none"> • Presenting the Holiday Helper job description to the Board • 1-2 people • 15-20hrs over the holiday break • \$500 per person • Christopher will arrange particular hours with the individuals to ensure work is covered 			
Anti Oppression Chat	Unofficial-official training for the board	Chelsey	20 mins	