**Date**: December 21st, 2021

**Term**: 21F

**AUSU Chair Member**: Keshavi Patel

**Attendees**:

| Title |  | AUSU Members | Authorized Proxy |
| --- | --- | --- | --- |
| President | P | Rebekah Gwynn |  |
| VP Campus Affairs | P | Prabhleen Bhatia |  |
| VP Student Life | P | Tim van Weerden |  |
| VP Indigenous |  | VACANT |  |
| Queer\* Rep | P | Dillon Jayesingha |  |
| Women’s Affairs | P | Pearl Abrol |  |
| Diversity Rep | P | Aseel Hashim |  |
| Mature/PT Rep | P | Carina Joneit |  |
| Brampton Rep | P | Raza Qayyum |  |
| Timmins Rep |  | VACANT |  |
| Residence Rep |  | VACANT |  |
| International Student Rep | P | Rajwinder Kaur |  |
| Varsity & Athletics Rep | P | Avery Litke |  |
| Recording Secretary - NV |  | Jahanara Jabbar |  |
| Ombudsperson - NV |  | Tyler Murphy |  |
| Chair – NV | P | Keshavi Patel |  |
| Communications Officer – NV | P | Chardon Kozak |  |
| Media Coordinator - NV |  | Yvan Mundala |  |
| Equity Centre - NV | P | Marissa Ditoro |  |
| Chief Returning Officer - NV |  | Barbara Asare |  |
| Executive Director - NV |  | Janette Wallace |  |
| Finance Coordinator | P | Daniyar Almenbayev |  |
| Food Pantry coordinator - NV |  | Preeti Dhaliwal |  |
| People’s Garden coordinator - NV |  | Henna Benzy Johnson |  |
| WUSC Liaison - NV |  | Lexine Williams |  |

| **Meeting called to order at:** | 5:06 pm | **Confirmation of Quorum: 7/10** | # of members present: 12 | |
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| **Approval of Last Meeting Minutes:** | Moved by: RG  Seconded by: AH | | | |
| Vote Count: | In Favor: ALL | Opposed: | Abstain: |  |

**Opening Remarks**

| Speaker(s): | Rebekah | | | |
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| Discussion: |  | | | |

**Voting Items**:

| Agenda Item(s): | Ratification of New Members - Matthew | | | |
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| Speaker(s): | Rebekah | | | |
| Motion: | Following the relevant appointment process, be it resolved that the AUSU board ratify Matthew Hsieh as the new Brampton Campus Life Coordinator for the remainder of the 2021-2022 Board Term.  Move: AH  Second: CJ | | | |
| Discussion: | RG: for those of you who may not know, especially our new members. Raza is leaving his role of Brampton Campus Life coordinator is leaving his position as he is transferring to the SSM Campus and as such will no longer be qualified to hold the role. He has done a great job so far in his role and we want to thank you for the work he has done thus far. As such as per the appointment process Matthew Hsieh will be taking on the role of Brampton Campus Life Coordinator for the remainder of the 2021-2022 academic year.  Following the appointment process Matthew is joining us as the Brampton Campus Life coordinator position alongside Riya Rajput who is also joining us as the Brampton Assistant. I am excited to see so much representation on brampton as they are an ever growing campus and look forward to working with them / seeing what they come with. | | | |
| Vote Count: | In Favor:   ALL | Opposed: | Abstain: |  |

| Agenda Item(s): | Expanding ARTifacts Programming with Video On Demand (VOD) Recordings | | | |
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| Speaker(s): | Carina | | | |
| Motion: | Given the request of the speaker for the motion, be it resolved that the board vote to table the voting item "Expanding ARTifacts Programming with Video On Demand (VOD) Recordings" until the next board meeting.  Mover: RG Seconder: DJ | | | |
| Discussion: | CJ: I would like to motion to move this to the next board meeting  ARTifacts served 40 unique students before having to once again move virtual, and we have a recording of the last session in light of this. I would like to present an idea moving forward. | | | |
| Vote Count: | In Favor:       ALL | Opposed: | Abstain: |  |

| Agenda Item(s): | Clock In - Clock Out Software Approval | | |
| --- | --- | --- | --- |
| Speaker(s): | Marissa | | |
| Motion | Whereas AUSU is in need of clock-in/ out software for accountability measures, be it resolved that AUSU approve $500 for AUSU service staff to pilot software for the month of January 2022  Mover: MH  Seconder: RG | | |
| Discussion: | MD: spoke about this in the last board meeting about need to have a clock in/out software. I would like to share the research i have done on the various research and would like to move forward with a decision to choose one to aid in accountability, task management, and keeping track of hours.  As you know we have recently hired 7 walksafe employees, and i feel the current staff i already supervise as well as these new employees will benefit from such a program.  Most of these have task/calendar management, timesheets/payroll, communication within the app, etc most of the applications i have found have a similar capabilities  Quickbooks 30/month + 10$/ user  When I work 2$ /user month  Homebase 20$/month per location or 50$/month premium  Deputy 5$/user a month  Connect team 30-40$/month depending on plan selection  I want to open to conversation as to how much folks are willing to spend before going into detail as to what the capabilities are.  CJ: I recognize the name quickbooks, given how robust this is and that its recognizable and given the need i can see this can be quite useful. And MD i just wanted to Thank you for the research being done on this.  DA: we do use quickbooks for accounting, im not sure the fine details of how this works but im not 100% certain if this will work in the nature you are wishing. But again i am more familiar with tracking/payroll/accounting used for tracking  MD: yeah not sure if we need something this detailed as it is expensive as they charge per user and we have 20+ staff.  CK: When i work was historically used by walksafe in the past prior to covid, speaking from experience as a previous walksafe employee i can say that the interface was relatively user friendly. It did require a bit of a learning curve / training but very minimal and it even included notifications for dropped shifts / changes to all staff, and to my knowledge that was with a free account so perhaps the paid has more beneficial features.  MH: if one gets chosen but it get decided It doesn't fit AUSU. Do any of these have any issues regarding changing the program?  MD: yes if anything turns out to be ineffective we can vetianly change gears and go with a more productive / more user friendly program in future  RQ: Leaning towards Homebase, 20x2 per month not the worst price wise and should match what we're looking for?  MD: certainly any of those options would work, but we are mostly looking for timesheet, accountability / shift  MH: The cost for QuickBook, there is no extra cost per user?  MD: That one does have the extra $10 per user  CK: 30$/month + 10$/user, walksafe alone is 7 staff, plus support staff 4, and execs 5, 16 minimum hourly staff to track  MD: I’m not a fan of it, it’s very basic. I’m looking for something that covers more bases and allows for more staff without a lot of extra cost. Ideally something All encompassing / cheaper option like when i work or homebase  DA: because cost is so low, why not test a few options with staff to pilot the program and then make a final decision?  MD: okay so perhaps have the execs approve and then bring following the pilot then bring to the next board meeting  DA: It doesn't make sense to have the board make a decision on software they have not pilotted which is why I would propose testing it first then make a decision so that there can be a more educated decision.  MD: amount needs to be approved to allocate for program  Something along the lines of:  Whereas AUSU is in need of clock-in/ out software for accountability measures, be it resolved that AUSU approve $500 for AUSU service staff to pilot software for the month of January 2022.  Should be well below that but whatever final decision is made in terms of software then we have the ability to continue paying that. | | |
| Vote Count: | In Favor:       ALL | Opposed:0 | Abstain: 0 |

| Agenda Item(s): | Bursary Committee Terms of Reference Approval | | |
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| Speaker(s): | Marissa | | |
| Motion: | Whereas there is a need for more time to review the AUSU Emergency Bursary Terms of Reference, be it resolved the approval of the terms are tabled until the next AUSU board meeting in January 2022.  Mover: CJ  Seconder: RB | | |
| Discussion: | MD: As you know we now have software for our bursary program, post the terms of creation for bursary committee. For new folks, ausu had a bursary for health reasons should they run out of coverage on health plan, by expressing concern or emailing. This would be presented to board and deliberated and next board meeting, where board would make a decision as to how much funding would be allocated.  The program has been expanded to 20K in 6 streams (emergency travel, academics, health and a number of others) and the software is available to house these applications, which is the same as what would have been previously reviewed in a board meeting but now will be reviewed in software where they are housed and brought forward to the committee as they cannot just be brought forward to the board as they take a lot of time.  So i would like to create a committee, they would be high level and have a terms of conditions, guiding pieces of committee, goals, purpose, who sits on it, membership etc. this committee will be in place to review / make recommendations to the board for approval. To successfully award students in need via those recommendations made to the board.  I am recommending it be comprised of 1 executive board member, 1 representative member, 1 staff, 1 student at large, 1 community member (at large), and recording secretary. Members shall be proposed at the beginning of term (May)  If folks have any questions / thoughts let me know i want to give you the space to speak  DA: i think you can elaborate a bit more of what specifically it is your asking for  MD: asking the board to approve the terms of reference (ie how the committee would work) to ensure it is a solid foundation for committee, just looking for feedback  DA: i have seen the document i think it looks good, but i think overall i think it would be best to sit through the document and then be able to provide feedback  RB: I've not seen this document before since I just started. So I would prefer till the next board meeting. I'd rather we take the time with it right now than push it to the next one  MD: okay well we can sit quietly to review it or motion to table it now, have the time to review it and then make a decision at the next meeting. If i could get some feedback as to what folks are looking for  MH: I've not seen this document before since I just started. So I would prefer till the next board meeting  CJ: I would like more time as well, please  MD: Okay we will prepare a motion to table the item then. | | |
| Vote Count: | In Favor:     ALL | Opposed:0 | Abstain: 0 |

| Agenda Item(s): | WalkSafe Contract Approval | | |
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| Speaker(s): | Marissa | | |
| Motion: | Working 10-15 hours a week anything more needing to be approved by myself or ED in my absence.  Mover: AH  Seconder: MH | | |
| Discussion: | MD: as you know walksafe program has started up again and 7 folks have been selected as staff to run the program. 1 coordinator: JJ and 6 supporting staff.  Reason to approve contracts is for accountability as a supervisor to ensure equity/safety of employees. The selected candidates went through various interview processes before being determined as most successful.  Coordinator contract will begin immediately as they will be doing transition/training over the break and will go forward until april 30th 2022. The contacts contain dates of effect, roles, expectations, agreement and HR mentions such as termination / notice etc. Working 10-15 hours a week anything more needing to be approved by myself or ED in my absence. Standards in terms of accommodations / leave / rights as is present in all of our contracts. As well as the specific details of the role itself.  Coordinator position including also Standard extended benefits GLC, paid parking (if needed) health and dental plan coverage as is provided to all coordinator positions  Coordinator position is similar to staff only exception being the research, community engagement, supervisory component.  This is being funded largely in part from Student Success with 10K from women's safety grant, 5K from AUSU | | |
| Vote Count: | In Favor:      ALL | Opposed:0 | Abstain: 0 |

| Agenda Item(s): | MD Raise | | |
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| Speaker(s): | Daniyar | | |
| Motion: | To adequately compensate the Equity Center Program Coordinator position, be it resolved that the board votes to offer Marissa Ditoro a 2-year contract with annual compensation of $47,000 + benefits  Mover: MH  Seconder : AH | | |
| Discussion: | DA: I would like to propose a structure, i believe RG would like to say some words and provide some context as to the background to this voting item. And then i will go into detail as to their role and explanation for the ask  RG: Marissa does quite a bit for the company and in their role, they are currently the lowest paid full-time employee, and in comparison others in the field / role make 23-35$ an hour when looking at other unions our size and/or larger. In looking at the work that she does for AUSU, the number of staff she oversees we would like to discuss the overall compensation for the role to make it more fruitful and ensure longevity of the positon as it would be more effective in maintaining long term staff.  DA: Realistically speaking marissa oversees all AUSU services (with the exception of the health plan & Academics) on average 10 PT employees it is currently 12 with the addition of 2 placement students in the upcoming semester. In terms of the purpose of the position is to provide training, documents, policies, supervision of the services to ensure they are working efficiently. Previously services were not managed by staff but were student run initiatives and are now flurishing services that are ever growing.  Has worked to make relationships for FP donations such as partnerships with SASA, and IFC a local charity, as well as item donations such as harvest  Safety plan  20K  Build service from bottom up to improve quality of services  Bursary programs, played a large role in building a better system / role of approval  Townhalls, covid vaccine, food security, health and wellness  As already said the role needs more value than the current compensation  37.5K / year we would like to propose to 47K / Year  Based on the research / assessment for the case of compensation, essentially glassdoor on average service coordinator receive on average 45-55k / year in ontario, so based on our assessment 47 seemed most realistic.  That is all i have to share at this time.If anyone has any questions we will do our best to answer them  MH: less about MD as a person but more about increasing wage for the job itself and its longevity. So i guess my question is were MD to leave the position what would the value of the position then be?  RG: compensation would remain the same should MD leave the position as the compensation is reflective of the role. If in the event the role needed to be changed to reflect a new individuals capacity then we would need to do a complete reanalysis of the position. The idea is to make the position itself valuable / appreciated and maintain staff by compensating appropriately.  DA: AUSU historically was in a different position a few years ago financially which is why positions were valued at lower / lowest compensation rate possible. Despite the fact that we have changed our financial position, there is still this mentality of underpaying staff. At this time we are in a financial position of having a surplus each year, that we did not have before that can be used more effectively in building positions. As i said Its not to say there is a Lack of value, but rather value was underpaid in first place.  Current contact is 1 year until end of february. We are motioning for 2 year contract to ensure more program building over the next 2 years. 1 year contact is one of the things we also inherited from pervious era of as previously mentioned. I myself have 2 year contact and believe it is more beneficial and will help in maintaining staff moving forward.  RG: motion to adequately compensate the Equity Center Program Coordinator position, be it resolved that the board votes to offer Marissa Ditoro a 2-year contract with annual compensation of $47,000 + benefits  Mover: MH  Seconder: AH  Motion passes | | |
| Vote Count: | In Favor:      ALL | Opposed: 0 | Abstain: 0 |

| Agenda Item(s): | Chardon’s bonus | | |
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| Speaker(s): | Daniyar: | | |
| Motion: | To recognize CK service and exceptional involvement in AUSU operations over October, September and December of 2021, be it resolved that the board offer Chardon Kozak $4000.00 year end bonus. | | |
| Discussion | DA: RG I will provide a quick explanation.  RG: Sounds good  DA: I'm not gonna go into detail. Too many details. I'll summarize a few things. Each coordinator has put in their 40 hours, sometime last October, we lost a 40 hour contribution from our GM. It has been that way since then, it's now over 2 months. It was not an easy thing for staff. We needed to find some way to replace that 40 hours. Because comms is a key area of operations. It happened that CK had to take a big portion of the 40 hours on. No one really asked her to do so, but it was clear that if that 40 hours were not taken by someone. The operation could have collapsed. CK basically had to take 10-15 hours more just to ensure things were running. To address this increase in pressure on CK as a communications coordinator. We propose to give her a $3,000 bonus. That is the explanation, onto you RG.  RG: Just a short and concise explanation for everyone. Due to the lack of GM, CK had to take more on and we’d like to compensate her for that. The 3k has been calculated as fair and equitable.  DA: Bonuses are not generally used in AUSU, it is a first. We chose 3k as we were not sure what the board would feel on the number. Normally firms offer a month’s salary as a year end’s bonus. I did not want to set a precedent of giving out bonuses, this is a one time extraordinary approach to the situation.  MH: How much extra work did CK have to pick up fully?  DA: Things were not really stable before mid-october but that’s when they were getting shakier and from that point on they got worse. We’re not sure what the exact hours are, not even CK is sure. We missed 40 hours but we were still able to function because of CK too.  MH: How much was the compensation for the 40 hours for the GM.  DA: I’m not saying CK did all 40, just that many were lost. Can not calculate at the same rate because they are compensated differently.  MH: What would CK’s rate have been?  DA: Per week that would be $800 of compensation. Not sure if you want monthly or not.  MH: I am not sure on what the fair compensation would be.  DA: Okay, those interested in increasing the amount, you can state in chat what you think is fair.  RQ: In terms of folks taking over extra work, I think it is very important to focus specifically on the extra work CK and MD took on to allow us to function properly. This isn’t the extra work people like I took on mediating and such, this is the stuff that was necessary to continue functioning.  AL: Would like to add that Tyler and Marissa also should be in this discussion for bonuses.  DA: Is Marissa still here? Maybe it would be best to put her out for a bit till changes to the proposal are made if that’s what is being suggested.  RQ: I think there is merit in discussing a bonus for Marissa, but I don’t think it’s necessary to postpone until we make a decision for everyone since there isn’t a time limit on deciding this. I think it would be beneficial to reward everyone who worked to pick up the GM slack, which is a lot of work, and Marissa and CK have picked up a lot of it. What I can say after speaking with staff multiple times since this began, CK picked up a lot of the health plan which takes up a large chunk of questions and issues forms students as well as operational things as well as helped heavily with things that are her duty really in terms of reaching out to execs in terms of ensuring things are supported which is the GMs role and not Comms, we should look at it now as its while the iron is hot and in terms of equity I think it’s fair now and the greater discussion in what should happen now should be able to happen later on, and I strongly think we should have that discussion. I think it is fair to include MD in that conversation, but MD also just got a pay raise as well. I think we should push for CK’s bonus to go through now since there isn’t a consensus on who all should get bonuses, and the board should consider the conversation deeper in regards to how they would like to see anything there, I think that’s fair and right.  DA: I will clarify some things. I support RQ that the decision regarding CK should be decided now, and the board can propose additional bonuses at the next board meeting. The reason why MD was not proposed to receive a bonus at this time is that I was surprised the board was enthusiastic about the proposals. We’re talking about an idea of fair recognition, and it would not be proper to not recognize MD’s input, I thought that you would be satisfied with MD getting a raise but it looks like there are additional thoughts. These thoughts don’t seem to be unified at the moment, so for those who have not shared their opinions, you are still welcome to, but we should clarify with CK at this time. For deeper discussion we can have proposals for MD next meeting.  DA: These are also year-end with CK and I suggest we do it now rather than take it into the next board meeting.  CJ: I know we want to put everything behind us and move on for the next year. I know we want to thank CK for the work done before its too late and for all the volunteering. I know as a board member a lot of that hard work has not fallen on us due to CK and I think that deserves to be respected. I think she deserves a fair amount.  DA: What did you mean by a fair amount?  CJ: The original amount 3k  DA: I think we need to look at the two questions. Do we want to give CK a bonus right now and what should the amount be? What amount do people want to see?  CJ: Doing this now makes sense, not sure about amount though  DJ: Unsure about the amount but agreed with the bonus not being tabled.  AH:In favour of doing it now  AL: Agreed with Chardon’s bonus now and then talk more next meeting for other people such as Marissa.  RG: As there seems to be no consensus on the amount, I am going to put forward a middle ground of 4k to be the compensation. I’ll put the motion forward.  DA: We also need to extend the meeting as we are low on time.  RG: I will put a motion in the chat till 7:45 to be safe, we can also adjourn before that time. | | |
| Vote Count: | In Favor:      ALL | Opposed: 0 | Abstain: 0 |

| Agenda Item(s): | Execs compensation increase | | |
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| Speaker(s): | Daniyar, Carina | | |
| Motion: | motion to table the item of wage increase for all executive board members until the next board meeting where a more informed discussion can be held.  Mover: DJ  Seconder: AH | | |
| Discussion | DA: right now we are going to have a discussion regarding raise of salary of executives, reason for RB being asked to leave is they could also be effected by this change as they are currently still on payroll. Myself and CJ will present on the explanation and details of the case.  Currently we are talking about increase in compensation rate for executives (this includes president, VP student life, VP campus affairs and Brampton/Timmins campus life coordinator) from president it is currently 16-18$/ hour and execs from 15-17$ / hour. Primarily this proposition is caused by increase to minimum wage set to take place in 10 days but i will let CJ provide more context to reasoning.  CJ: anyone in business / economics when minimum wage changes it is both good/bad thing and it unfortunately effects everything. As minimum wage determined the absolute lowest someone will be compensated. I know you know from working with them you know how much work they do, and as you know  All encompassing. Anyone who has been here for even the last month if not the beginning you know what they have been through. Everyone at some point someone has helped support the execs in their role in whatever capacity that looks like. They do a lot risk management / proposals / budget etc its truthfully more of a managerial/supervisory role. They have been working a lot and Kind of like the staff members we wouldn't survive without them and part of the job is to be overworked and if we can provide some piece of mind, and it is quite timely from an economic standpoint given the current situation  DA: CJ is right the job is very demanding, VPs much like Staff are selected via hiring process and by providing a more lucrative pay we can attract more higher class candidates and i can say myself i would like to work with more qualified candidates. This is part-time work and we know most folks are more likely to be working an additional part-time job and i think the increase would provide more opportunities for the worker to dedicate more time by not needing a second employment as well as staff being able to have more work/attention/dedication from execs having their sole focus being on AUSU.  Reference to living wage in ON: <https://www.ontariolivingwage.ca/living_wage_by_region> Based on website living wage in SSM would be approx $16.20  CJ: research done by nordik released in 2020 on the living wage for Sault Ste. Marie based on data from 2019. It stated that for a family living in the city, on average, two individuals would need to both receive a minimum of $16.20/hour working full-time to fulfil their needs long-term.  DA: we are making changes to way we make formal agreements with execs, previously the agreement was an appointment letter (what representatives currently receive) we have since moved to hiring and we are working on developing official employment contracts to provide to VP’s and Brampton/Timmins Rep. President seeing as their role remains as a voted position will maintain a letter of appointment at this time.  Compliment of employment, there is more ask from execs due to  Enhance idea of employment  MD: i think if were going to be this broad in looking at wages etc, we need to hire a consultant. In terms of cost of living, peoples duties, i think to have everyone in line we should have a consultant who can dedicate the time to do the full research as to the scope of the location / job moving forward seeing as we are reflecting changes in multiple changes.  DA: the change is to reflect change in minimum wage as prices of everything will go up. Seeing as a consultant will take some time, it will be up to the board to decide if they feel comfortable with the current research presented. As it would take some time to RFP.  CJ: i can see MDs point in wanting an external consultant and the long term gain in having things addressed.  MD: these have lasting effects and i think with a consultant it will be more beneficial i understand it takes more time but i think it will keep us from having to return to the decision again a second time.  DA: board members you are the decisions makers so i would like to hear your opinions as mostly it has been MD and the presenters who have spoken on this topic. Do you have any particular opinions / thoughts on this topic.  I can understand some of you may feel uncomfortable making a decision regarding those who are executives of the company but you are still a voting member. I would like to remind you of your rights without influencing the final decision.  CJ: to offer up alternative options, we can motion to flag this as an important priority of the board so that when we are (and i know we will be) looking at out policies in the new year we look at this item and then make decisions  CK: If you motion to table, it must be specified that it will be until the next board meeting or once consultation has happened or policy work has begun, it must be stated when / what will bring about the motion / item being re-visited.  MD: if tabling to next board meeting, i would like to suggest that reaching out to HR consultant / consultant for pay stuff be included in motion.  DA: i would suggest using resources such as CFS, etc  MD: I more so meant that a consultant would be more beneficial than just generalized professional opinions. | | |
| Vote Count: | In Favor:      3 | Opposed: 1 | Abstain: 0 |

**Discussion Items**:

| Agenda Item(s): | Equity Centre Semester in Review |
| --- | --- |
| Speaker(s): | Marissa |
| Discussion: | MD: Just wanted to do a quick review of the projects i have been working on…  Walksafe staff have been hired and beginning in january even though we have transitioned to online they will be completing transition/training and beginning in feb  FP: we have done a lot of work on various projects, partnerships and procurement securing close to /aprox 50K in Donations  Seasonal work plan for Peoples garden to be more sustainable through the year  Working with the university to get funding for staffing for the pride center to either hire a coordinator or get placement students in there. |

| Agenda Item(s): | W22 Welcome Week Schedule |
| --- | --- |
| Speaker(s): | Chardon |
| Discussion: | CK: I would like to share the dates for our W22 O-week plans.AUSU Programing runs from January 7-21.  AUSU 101 (Also known as meet AUSU) is vital for everyone to show up to. Considered mandatory because students need to put a face to the role. I will need something written beforehand if you can’t make it, such as a class, but please try as hard as possible.  -lists some events- we’ll also need volunteers and that will be made into an excel sheet communicated through email to everyone |

| Agenda Item(s): | Board Transition |
| --- | --- |
| Speaker(s): | Rebekah, Chardon |
| Motion: | Given the stated need for a secondary Board Transition during the 2021-2022 Board Term, be it resolved that the AUSU Board meet on January 22nd and 23rd 2021 for the Board Transition.  Mover: MH  Seconder: DJ |
| Discussion: | RG: Given the rocky start everyone had, we would like to re-host transition and give everyone the opportunity to train, be on the same page, and build a more cohesive team.Might move online if instructed by provincial policy. In-person has been recognized to help work together, understand one another and work together as professionals. January 22/23 are the proposed dates, set on the weekend to avoid missing classes. We’re hoping for a commitment from everyone now. If you know this wont work for you we need you to speak up now, as it is a required part of your position as started in your contracts / agreements.  CK: -The clarification on missing classes- no classes should be missed as we will leave sat am and return sun pm, with brampton folks return on evening flight.  RG: Everyone should check their calendars in the next few weeks and ensure they can make it. If there are any issues, please bring them forward ASAP.  CK: I would like a voted commitment from the board if possible  RG: Not a problem i can put a proposed motion in the chat  RJ: If someone can’t attend on those days, will the dates be able to shift?  CK: The vote is to commit at this time that no one has any conflicts, so we can move forward and make plans / accommodations and that if anyone has any conflicts in the next few weeks that it is communicated so that steps can be made to amend immediately as that comes up. |

| **Adjournment of Agenda** | | Motion to adjourn the meeting at: 7:38pm  Moved By: RG  Seconded by:MH | | |
| --- | --- | --- | --- | --- |
| Vote Count: | In Favor:    ALL | Opposed: | Abstain: |  |