



BOARD MEETING ATTENDANCE
DATE: Wednesday, October 30th, 2024
TIME: 9:00 am - 11:00 am
LOCATION: Virtually- Zoom Apps

Note: Please ensure to add the attendance if they are attending virtually or at the venue and the Proxy name and title if being represented.

AUSU BOARD MEMBERS	TITLE	AUTHORIZED PROXY NAME	ATTENDANCE P- Virtual P- On the venue
Minion Paul (V)	AUSU President		P- Virtual
Abdul Hayyi (V)	VP Campus Affairs		P- Virtual
Nidhi Patel (V)	VP Student Life		P- Virtual
Cheryl Toulouse (V)	VP Indigenous		A
Anvi Thakkar (V)	Brampton Representative		P- Virtual
Morolake Famodile(V)	Timmins Representative		A
Pushya Patel (V)	Accessibility Representative		A
Karma Gurung (NV)	International Representative		P- Virtual
Ashwin Sharma (NV)	Business Representative		A
Pushp Magoo (NV)	Cross Cultural Representative		A
Ryan Mwaura (V)	Queer & Trans Representative		P- Virtual
Nina Toulouse (V)	SASA President/ Rep		A
Vani (NV)	Faculty of Science Representative		P- Virtual

AUSU BOARD MEMBERS	TITLE	AUTHORIZED PROXY NAME	ATTENDANCE P- Virtual P- On the venue
Harleen Dhillon (NV)	Faculty of Humanities and Social Science Representative		A
Vidhi (V)	Women's Affairs Representative		P- Virtual
Sierra Macslaac (NV)	Residence Representative		P- Virtual
Vacant	Mature & Part time Representative		-
STAFF NAME	TITLE		
Teresa Placha (NV)	Ombudsperson		A
Marissa Ditoro (NV)	Equity Centre Director		P- Virtual
Matt Trainor (NV)	General Manager		P- Virtual
Hunter Greer (NV)	Finance Manager		P- Virtual
John Holland (NV)	Food Service Manager		A
-	Communication & Marketing Lead		-
Gurwinder Chawla (NV)	Food Pantry Coordinator		A
-	Brampton Facilitator		-
Keila Kontulainen (NV)	Media Coordinator		A
Alma Bau (NV)	Admin Assistant		P- Virtual

Legend:

- V- Voter
- NV- Non Voter



BOARD MEETING MINUTES

DATE: Wednesday, October 30th, 2024

TIME: 9:00 am - 11:00 am

Chairperson: Andrea Ryall

1. Land Acknowledgement:

“As members and employees of Algoma University Students’ Union (AUSU) of Algoma University (AU), we acknowledge that we are on the Robinson-Huron Treaty, treaty 19, and Treaty 9 territory, and that the land on which we gather is in the traditional territory which spans across Sault Ste. Marie (Bawating), Brampton and Mississauga (Mississaugas), and Timmins (Cree) campuses respectively.

We also acknowledge that we serve the community based on sacred lands set aside for education as envisioned by Chief Shingwauk for our peers, children, and for those as yet unborn. Let us embrace that vision and commit to working towards bringing this vision into creation through the work that we do together.

We aspire to create a community that honors the land we reside and work on and build a community based on respect, and honesty. We remind ourselves to come with clean and positive intentions as we work together to make AUSU a better place. We remind ourselves about the land and space we are in, so we continue to respect and honor it.”

2. Call to Order:

Motion:	Be it resolved that the October 30th, 2024 meeting be called at 09:48 am.		
Mover:	Brampton Rep.	Second:	VP Student Life
Vote count:	In favour: 5	Opposed: 0	Abstain: 0
Action:	The meeting was called to order at 09:48 am, by Andrea Ryall, AUSU Board Chair for the year 2024-25.		

Quorum Check:

- Due to limited member attendance, the Chair initially questioned if the meeting could proceed and considered rescheduling.
- Noted that Sierra, the Residence Representative would only be available until 9:50 AM, which raised further concern about meeting duration and attendance.
- A new member joined, temporarily allowing the possibility of meeting quorum without immediate rescheduling.
- The Chair was informed that the Brampton representative would only be present for half an hour due to prior commitments, indicating that quorum could only be maintained for a short period.

Decision to Prioritize Urgent Agenda Items:

- **Amendment to the Agenda:** To make the most of the limited time, the Chair proposed discussing urgent agenda items first, requested an amendment to move the most pressing items forward to maximize efficiency given the quorum limitations and members' scheduling constraints, and the rest can be discussed in the rescheduled board meeting.

3. Attendance – (Board Members and Staff)

For efficient time management, the Chair read out names in the chat for the Recording Secretary to confirm attendance.

Chair reminded members to inform, if they were present but didn't hear their name.

4. Agenda Amendment Proposal (2024/00:000)

Motion:	Whereas there is a limited quorum and time constraints (with some members needing to leave early). Be it resolved that the Agenda item 8.3 (Renewing Price Change Motion) to be the first item on the agenda for immediate discussion.		
Mover:	VP Student Life	Second:	Brampton rep.
Vote count:	In favour: 5	Opposed: 0	Abstain: 0
Action:	Motion approved. Agenda amended.		

5. Yummy Board Inc.

5.1. [Renewing Price Change Motion](#)

Price Changes - [Menu | AUSU Kitchen](#); Food Service Contract - Agreement

Motion:

Whereas the food service committee and the Kitchen management analyzed food cost calculations for each menu item;

And whereas our 23/24 profit and loss report indicates our food costs are 84%;

And whereas food price increases are required for the sustainability of Yummy Inc.;

And whereas Yummy Inc. has implemented price increases based on a 40% food cost;

Motion:	Be it resolved, AUSU Board supports the 40% food cost operating strategy for Yummy Inc.		
Mover:	VP Campus Affairs	Second:	Women's Affairs Rep.
Discussion	<p>The Chair reminded that there had been extensive discussions on this matter during prior special board meetings. Opened the floor to three comments, both for and against, before proceeding with the vote.</p> <p>Women's Affairs Rep emphasized the complexity of the decision, acknowledging that it involved both financial and student-centered considerations. She urged the board to make the decision rationally and objectively rather than emotionally, advocating a logical, business-focused approach.</p> <p>VP Campus Affairs expressed support, reiterating the importance of considering the kitchen's sustainability and benefits for future students. He noted that the board had already dedicated three previous meetings to examining the issue in-depth and felt it was time to move forward with a vote.</p> <p>Queer Rep mentioned a conversation with Equity Centre Director on improving Yummy Inc.'s sustainability practices and accountability. Suggested that the kitchen be transparent about how it uses increased revenue, potentially by implementing practices such as a suggestion box or a student town hall. Queer</p>		

	<p>Rep emphasized that students should not bear the cost of any past inefficiencies in Kitchen setup and advocated for Algoma University's support in sustaining kitchen operations.</p> <p>Matt Trainor, The General Manager clarified that the Kitchen's accountability measures are in place. He referred to the attached report that has some of that information in it. Monthly Yummy Inc. board meetings review operations, and there is an online feedback form available to all customers, including students, to submit comments and suggestions.</p> <p>The Chair recommended to leave the specifics of this request with the executives and The General Manager to communicate with J. Holland, the Kitchen Manager, and stated that this should not be a conversation directly here in this meeting, also due to the time constraint.</p>		
Vote count:	In favour: 4	Opposed: 1	Abstain: 1
Action:	Motion passed, approving the 40% food cost operating strategy for Yummy Inc.		

The Chair inquired if there were any other urgent agenda items that should be prioritized in the limited remaining time.

The President suggested that discussing the financial aspects would be essential. Recommended a review of the budget and expenses so all board members could be updated on the financial status of both AUSU and Yummy Inc.

6. [Agenda Amendment Proposal \(2024/00:000\)](#)

Motion:	Be it resolved that the items regarding profit-loss, and financial aspects of Yummy Inc. and AUSU be discussed next on the agenda.		
Mover:	Women's Affairs Rep	Second:	Brampton rep.
Vote count:	In favour: 5	Opposed: 0	Abstain: 0
Action:	Motion approved. Agenda amended.		

7. Yummy Board Inc. (2024/00:0xx)

7.1. [Kitchen Profit & Loss](#) - May to September 2024 - Hunter Greer

Meal Plan Revenue:

- Significant sales increase in September-attributed to the activation of student meal plans, valid from September 1 through August 31 of the following year.
- Hunter Greer, The Finance Manager noted that, based on last year's data, over 90% of students typically utilize their full meal plan, with only 5% on average remaining unspent.
- Students benefit from meal plans as they avoid taxes, equating to an approximate \$150 savings compared to out-of-pocket costs.

Cost Management: September food costs were kept relatively low as the kitchen utilized existing frozen inventory to minimize new orders, reducing overall expenses.

Revenue Streams: Income from baristas and the kitchen were separated to better assess costs related to different service areas.

The kitchen's costs were notably higher than barista services due to the diversity of food products, compared to the simpler barista offerings (primarily coffee and related supplies).

Wages: Notably lower than average due to a biweekly payroll schedule, where only one week of September's payroll was accounted for in the current period; remaining wages fell into the October period.

Anticipated Increase in October: October's wages will likely appear higher as both weeks of payroll are included. The Finance Manager estimated an additional \$5,000 for an accurate month-end total, noting that wage accrual is handled annually.

Profit of \$20,000 in September: This profit was highlighted as exceptionally high for the month but noted as necessary to offset the previous summer's losses.

● **Additional Contributions to Profit:**

- **Catering Services:** Catering was particularly active this month, contributing significantly to revenue.
- **System Transition:** The Toast system's integration with student cards caused a delay, resulting in two weeks of August sales being recorded in September, further boosting the profit for that month.

- **Projections:**
 - **Adjusted Monthly Average:** Anticipated that October's performance would offer a more typical monthly average.
 - **Potential Allocations:** If similar performance continues, some profits may be allocated to the food pantry, with further funds going towards repaying outstanding kitchen debts.
- VP Campus Affairs inquired whether the prices are in relation to the 40% food cost increase.

The Finance Manager confirmed alignment, with food costs around the 40% mark of total income. Labor savings also played a role in reaching the \$20,000 profit.

- VP Campus Affairs asked about the impact on the profit/total after adding the AU meal plan.
The Finance Manager explained that meal plan revenue would be transferred in one lump sum (approximately \$350,000) and recognized incrementally as students utilize their plans on a monthly basis, with any remaining amount recognized as revenue at the fiscal year-end in August.

8. **AUSU-Finances** - Hunter Greer

8.1. Profit & Loss Report - May to September 2024

- **Primary Revenue Sources:**
 - Income for AUSU included event proceeds, food bank donations, miscellaneous revenue, and interest earned from the savings account.
 - **Expected Transfers:** Additional funding from AU is anticipated, with transfers likely to appear in October and early November. Upon completion of the audit, AU is expected to provide the remaining funds owed for the fall and spring semesters.
- **Key Expense Categories:**
 - **Wages and Food Pantry:** Wages and food pantry expenses are the largest categories, both within budget.
 - **Communications and Marketing:** Main expense included a \$20,000 sponsorship for athletics, providing AUSU logo visibility.
 - **Staff Compensation:** Staff wages constitute the largest operational cost. Insurance is the only expense that might exceed staff compensation, though the insurance payment has not yet been issued.
- **Other Expense Categories:**

- All are under budget and progressing according to projections.
 - **Audit Update:** The audit is in progress, and its associated invoice will appear in October's report.
- **Concerns and Budget Compliance:**
 - **Travel Expenses:** Hunter highlighted travel as an area of concern, with several upcoming CFS conferences. Without final invoices, Hunter estimated an additional \$8,000 in travel expenses, pushing the budget close to its limit.
Future Planning: Board members and executives were advised to exercise caution in travel planning due to limited remaining funds (estimated \$6,000-\$8,000).
- **Profit Status:**
 - **Current Deficit:** AUSU currently shows a negative profit due to pending large transfers from Algoma University. These transfers, once received, are expected to bring the account into a positive balance.

8.2. [Budget to date Comparison Report](#) - September 2024 - Hunter Greer

- **Areas Over Budget:**
 - **Online Subscriptions and Website Maintenance:** Exceeded budget allocations, which were low (\$488 to \$510). H. Greer suggested increasing these allocations in the future to \$1,500-\$2,000 to cover unexpected costs. Current overages are not expected to impact AUSU's operational capacity significantly.
- **Travel Budget Monitoring:** With projected travel expenditures, H. Greer emphasized the importance of monitoring travel-related costs carefully.
- VP Campus Affairs asked for clarification regarding a \$324,000 expense listed under communications and marketing in the Profit & Loss Report. H. Greer clarified that this amount largely pertains to staff salaries.

M. Trainor provided additional context, confirming that AUSU had spent approximately 32%-33% of the annual salary budget by the end of the fifth month, slightly below the projected pace, suggesting favorable budget adherence for staff compensation.

9. [Adjournment \(2024/00:000\)](#)

The Chair acknowledged the need to conclude the meeting due to time constraints and the availability of board members.

A date and time would be sent out for the continuation of the remaining agenda items next week.

Motion to adjourn:	Whereas there is no longer a quorum for the board meeting. Be it resolved that the meeting is adjourned at 10:13 AM.		
Mover:	Women's Affairs Rep	Second:	VP Campus Affairs
Vote count	In favour: 6	Opposed: 0	Abstain: 0
Time Adjourned	10:13 AM		

Recording Secretary:

Humaira

Humaira Ughradar
Recording Secretary - AUSU

04 / 12 / 2024

Date

Approved by:

a. Ryall

Andrea Ryall
Board Chair - AUSU

10 / 12 / 2024

Date

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