



AGENDA
Board of Directors Meeting
January 22, 2020
Welland Campus
SAC Boardroom, SA208

Board Chair: Jordan Bingleman
Board Vice Chair: Emanuelle Atsain
Board Secretary: Chris Allan
Scribe: Heather Storey

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| 1. Call to order | 7:00 p.m. |
| 2. Reconciliation Statement | 7:01 p.m. |
| 3. Attendance and Quorum Call | 7:03 p.m. |
| 4. Agenda & Motions Approval | 7:05 p.m. |
| 5. Conflicts Declared | 7:08 p.m. |
| 6. Minutes of Last Meeting | |
| 6.1. Board of Directors Meeting December 11, 2019 – Chris Allan | 7:10 p.m. |
| 7. Ownership Linkage | |
| 7.1. Town Hall Report – Emma Atsain, Tristen Ritcey | 7:15 p.m. |
| 8. Board Education: Internal & External | |
| 8.1. President's Report – Tom Price | 7:20 p.m. |
| 8.2. Executive Director's Report – Steve Kosh | 7:25 p.m. |
| 9. Ends Policy Development & Monitoring | |
| 9.1. Reconsider Ends in light of Education and Ownership Input – Tom Price | 7:30 p.m. |
| 10. Risk Limit Monitoring Reports | |
| 10.1. Financial Condition – Steve Kosh | 7:35 p.m. |
| 10.2. Communication & Support to Board – Steve Kosh | 7:45 p.m. |
| 10.3. Operating Contingency Budget – Steve Kosh | 7:55 p.m. |
| 11. Board Self-Evaluation | |
| 11.1. Code of Conduct (BP #2b) – Tom Price | 8:00 p.m. |
| 11.2. In-Camera (BP #2j) – Tom Price | 8:05 p.m. |
| 12. Board Decisions | |
| 12.1. Strategic Planning Budget – Tom Price | 8:10 p.m. |
| 12.2. Furniture for Wellness Lounge – Tom Price | 8:20 p.m. |
| 13. Meeting Evaluation | 8:30 p.m. |
| 14. Adjournment | 8:35 p.m. |

Board of Directors Meeting

January 22, 2020
Welland Campus
SAC Boardroom, SA208

Present: Tom Price Jordan Bingleman Chris Allan Tristen Ritcey
 Craig Shanks Himjot Kaur Robert Reid Landry Wamba Talom
 Emanuelle Atsain Ryan Huckla

Guests: Rachel Cloud Daniel Gutierrez

Scribe: Heather Storey

		Action Items
SAC 7.1	<p>Call to Order</p> <p>The meeting is called to order at 7:06 p.m.</p>	
SAC 7.2	<p>Reconciliation Statement</p> <p>Niagara College acknowledges the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Métis, and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous peoples.</p>	
SAC 7.3	<p>Attendance and Quorum Call</p> <p>PRESENT</p> <ol style="list-style-type: none"> 1. Jordan Bingleman 2. Emma Atsain 3. Chris Allan 4. Tristen Ritcey 5. Landry Wamba Talom 6. Craig Shanks 7. Robert Reid 8. Himjot Kaur <p>According to the NCSAC By-laws Article 6: Meetings of Directors</p> <p>6.4 "Quorum" – A Majority of the Directors constitutes a quorum at any meeting of the Board. For the purpose of determining quorum, a Director may be present in person, or by teleconference and/or by other electronic means. A quorum must be maintained throughout the meeting.</p> <p>Majority = 50% +1 which is 5/8 Directors must be present.</p> <p>There were 8 Directors present, and therefore quorum was achieved.</p>	
SAC 7.4	<p>Agenda & Motions Approval</p> <p>Motion made to approve the agenda for the January 22, 2020 Board of Directors meeting as submitted.</p> <p>Motion by: Craig Shanks Seconded by: Tristen Ritcey</p> <p>All in Favour, Motion Approved.</p>	

	<p>Motion made to approve the prepared motions for the January 22, 2020 Board of Directors meeting as submitted.</p> <p>Motion by: Chris Allan Seconded by: Jordan Bingleman</p> <p>All in Favour, Motion Approved.</p>	
SAC 7.5	<p>Conflicts Declared</p> <p>No conflicts were declared.</p>	
SAC 7.6	<p>Minutes of Last Meeting</p> <p>7.6.1. Minutes from December 11, 2019</p> <p>Motion made to approve the minutes from the December 11, 2019 meeting as submitted.</p> <p>Motion by: Himjot Kaur Seconded by: Emma Atsain</p> <p>All in Favour, Motion Approved.</p>	
SAC 7.7	<p>Ownership Linkage</p> <p>7.7.1. Town Hall Report – Emma Atsain, Tristen Ritcey</p> <p>Emma lead the Niagara-on-the-Lake Town Hall which focused on diversity, equity, and inclusion. There were several guest speakers present at the Town Hall including the executive team of the Loving out Loud (LOL) club, as well as Whitney Ross, Educational Developer. Several different topics were covered including the positive space signals located in all NCSAC spaces and the upcoming NCSAC strategic plan. Positive feedback was received by those students in attendance.</p> <p>Tristen lead the Welland Town Hall that also focused on diversity, equity, and inclusion. The Welland Town Hall had one guest speaker, Whitney Ross, Educational Developer. One topic that received a lot of focus at the Welland Town Hall was around service animals on campus and their owners feeling like there is a lack of safe space as well as inclusivity. One student voiced her concern that many Niagara College staff don't seem to understand the needs of service animals and are sometimes given conflicting answers (i.e. where to relieve a service animal on campus). Tom stated that he has a meeting on Friday to discuss possibly creating a policy with the College that addresses service animals on campus. It was noted that this Town Hall was very moving and emotional and there was a huge student presence in attendance.</p>	
SAC 7.8	<p>Board Education: Internal & External</p> <p>7.8.1. President's Report – Tom Price</p> <p>The President's Report was sent to the Board at an earlier date for the Board to review.</p> <p>Tom wanted to highlight the beginning of the new academic term. He mentioned the successful orientation events that NCSAC hosted and partnered with other departments. Tom also addressed the hiring of the Wellness Peers for the new Wellness Lounge spaces at each campus. Another exciting development that took place in January was extending the Rise & Shine Breakfast program from 2 to 5 days. In addition, a new fundraising campaign has been launched to fund the Nourishing</p>	

	<p>Minds program, students and staff are invited to purchase a calendar to receive daily prizes.</p> <p>7.8.2. Executive Director Report – Steve Kosh</p> <p>The Executive Director's Report was sent to the Board at an earlier date for the Board to review.</p>	
SAC 7.9	<p>Ends Policy Development & Monitoring</p> <p>7.9.1. Reconsider Ends in light of Education and Ownership Input – Tom Price</p> <p>Tom reviewed the Strategic Ends sound in the Board Policies. He reminded the Board that it is the Board's right to review and amend the Strategic Ends of the organization in order to suit their mission and direction. After review, the Directors agreed that the Strategic Ends are still relevant and speak to why NCSAC exists for students.</p> <p>Ends Policy –</p> <p>Level #1</p> <p style="text-align: center;">Because the Niagara College SAC exists: <i>Students enjoy an improved quality of life</i></p> <p>Level #2</p> <p>Students will enjoy:</p> <p>2.1. Good Health (health services, affordable products, nutrition, etc.)</p> <p>2.2. Social Interaction (involvement, travel, access, etc.)</p> <p>2.3. Skills Development (employment, leadership, etc.)</p> <p>2.4. Are heard/have a voice (with the College and other external bodies)</p>	
SAC 7.10	<p>Risk Limit Monitoring Reports</p> <p>7.10.1. Financial Condition – Steve Kosh</p> <p>This agenda item was tabled until the February 19, 2020 Board meeting.</p> <p>7.10.2. Communication & Support to Board – Steve Kosh</p> <p>This agenda item was tabled until the February 19, 2020 Board meeting.</p> <p>7.10.3. Operating Contingency Budget – Steve Kosh</p> <p>This agenda item was tabled until the February 19, 2020 Board meeting.</p>	Steve Kosh
SAC 7.11	<p>Board Self-Evaluation</p> <p>7.11.1. Code of Conduct Policy (BP #2b) – Tom Price</p> <p>Tom reviewed the Code of Conduct Policy with the Board.</p> <p>7.11.2. In-Camera (BP #2j) – Tom Price</p> <p>Tom reviewed the In-Camera Policy with the Board.</p>	

	Tom reminded the Board of the importance of familiarizing themselves with the Board Policies, it is vital in order to provide necessary feedback. As a self-governing Board, the Directors need to be evaluating themselves based on the governance by-laws and policies put in place.	
SAC 7.12	<p>Board Decisions</p> <p>7.12.1. Strategic Planning – Tom Price</p> <p>Through direction from the Board, an ad hoc Strategic Planning committee was struck and discussed creating a NCSAC Strategic Plan. The committee directed Steve and Tom to meet with Dr. David Veres to discuss the possibility of having him work with NCSAC to create a holistic strategic plan for the organization. David has submitted a contract proposal which includes the purpose, key deliverables, proposed timeline, and payment options.</p> <p>Motion to approve two payment installments allocated from the Capital budget line of \$5000 + HST to Living Your Best Inc. for services rendered as outlined in the Strategic Planning contract.</p> <p>Motion by: Chris Allan Seconded by: Tristen Ritcey</p> <p>All in Favour, Motion Approved.</p> <p>7.12.2. Furniture for Wellness Lounge – Tom Price</p> <p>With the Student Activity Rooms transitioning into Wellness Lounges, it is important to create an inviting atmosphere, by purchasing soft and comfortable seating for the space. This will also help to separate the space from the adjoining cafeteria and identify this space a designated Wellness Lounge.</p> <p>Motion to approve up to \$20,000 from the Capital budget line to furnish both NCSAC Wellness Lounges.</p> <p>Motion by: Jordan Bingleman Seconded by: Himjot Kaur</p> <p>All in Favour, Motion Approved.</p>	
SAC 7.13	<p>Meeting Evaluation</p> <p>It is important for the Directors to evaluate each Board of Directors meeting. Each Director received the Meeting Evaluation on their governance portal and were asked to complete it.</p>	
SAC 7.14	<p>Adjournment</p> <p>Motion to adjourn the meeting at 7:39 p.m.</p> <p>Motion by: Chris Allan Seconded by: Tritsten Ritcey</p> <p>All in Favour, Motion Approved.</p>	

Approved:

Board Chair

Board Secretary