**Minutes**

Graduate Students Association

**Board of Directors Meeting**

February 28th, 2023

4:30 pm

Teleconference Meeting

**Attendees:** Caroline Seiler (President), Wei Zhao (VP Services), Shuwen Qian (VP Internal), Letizia Dondi (VP Admin), Ashley Ravenscroft (DoO), Samantha Sada (Executive Assistant), David Moore (Director, Community Member at Large) Jing Zheng (Director, Community Member at Large), Yue Xi (Director, Community Member at Larger), Moyo Sogaulo (International FRC)

**Regrets:**

**Absent:** Sarah Elshahat (VP External)

Call to order: 4:35 pm

**MOTION: Approval of the February 2023 Agenda**

**Motion: To approve the February Board Meeting Agenda moved by David Moore, seconded by Letizia Dondi, all in favour, motion carried.**

**MOTION: Approval of Anthony Quarshie to attend the Board meeting**

**Motion to approve Anthony Quarshie, the GSA’s previous VP Admin, to attend the Board meeting moved by David Moore, seconded by Letizia Dondi, all in favour, motion** carried.

**MOTION: Approval of Moyo Sogaulo to attend the Board meeting**

**Motion to approve Moyo Sogaulo, the Internationl FRC, to attend the Board meeting moved by David Moore, seconded by Letizia, all in favour, motion carried.**

**MOTION**: **Approval of the January 2023 minutes**

**Motion to approve the November 2022 Minutes moved by Letizia Dondi, seconded by David Moore, all in favour, motion carried.**

**Chair's remarks and updates (10-min)**

* Caroline begins her updates by stating that the new mental health program ‘Conversations’ has had a tremendous amount of usage, being Canada's fifth highest ranking user. She explains that students used 420 hours on this app in the first couple of months.
* Caroline explains that the GSA has been increasing our in-person events, having a successful snow tubing trip that Sam organized, a cocktail night at the Phoenix, and Valentine’s event at the Phoenix.
* Caroline explains that two students with children came forward to the Provost, so the GSA is planning on having a night at the GSA office for students with children to go and connect.
* Caroline mentions that the GSA has been working on their communication strategies, and Sam has recently created a TikTok account to reach more graduate students.
* Caroline stated they have also contacted the School of Graduate Studies to request access to the student email lists again, as it impacts our communication strategy.
* Caroline mentions that the School of Graduate Studies created a task force on Grad Funding and that six council members will be sitting on this committee.
* Caroline states the GSA closed their Overtime Relief fund applications last Friday and received 33 applicants.

Caroline notifies the Board that there have been volunteers to help review applications.

* Caroline explains that the GSA just had the HSR referendum, and the preliminary results favour keeping the bus pass.
* She explains that HSR allows the GSA to charge May students a prorated fee and have the pass available to co-op students.
* David asks Caroline when these results will be posted on the website; she informs him they must be ratified at the upcoming Annual General Meeting.

**Syria and Türkiye Humanitarian Crisis**

* Caroline explains that the GSA would like to donate about 2000 dollars (CAD) to Syria and Türkiye through Red Cross and White Helmets.
* Letizia explains that Red Cross does not impact Syria, so donating to White Helmets would directly aid Syria.
* Caroline mentions that the GSA also hosted a charity raffle for SZA tickets to raise more money for donation, resulting in $150.00 to put towards the donation.

**MOTION: Allocate $1000 from the Community Initiatives budget line to the White Helmets and $1000 from the sponsorship/donations budget line to the Red Cross to support the humanitarian crisis in Turkey and Syria moved by Letizia Dondi, seconded by Shuwen Qian, David Moore abstains, all in favour, motion carried.**

**The Phoenix Updates**

* Ashley explains that The Phoenix has supplied the P&L for the first six months of the fiscal year, and based on these numbers and historical data, Conrad came up with projections that will be shown on the budget later on.
* The Phoenix achieved most of the targets set at the beginning of the year.
* Ashley explains that they are experiencing pre-pandemic numbers but are still experiencing some down periods due to the season.
* The Phoenix has been incorporating new marketing strategies to attract new customers outside the University.

**GSA Financials**

* Letizia explains that the GSA is seeing a significant change in our income as MBA students have joined.
* Letizia mentions that the GSA has also had HR reviews in the previous months, so there are increased salaries for all staff members.
* Letizia states that the GSA leagues started last year, so we are beginning to see more league fees.
* She continues by explaining that there is an increase of 4.5% in the organization fees for the GSA as negotiated by Caroline and Ashley with the University.
* Letizia states that recently the GSA received data that due to the increased usage of our health and dental packages, fees will increase by about 8% overall.

**In Camera**

**MOTION: To increase the Executive Assistant role from $19.75 hourly, 30 hours weekly to $20.25 hourly, 33 hours weekly.**

**First by Letizia, second by Shuwen, all in favour, motion carries.**

**MOTION: To provide a lumpsum payment to the Executive Assistant of the difference between the previous compensation of January 2022 to December 2022 ($19.50) and the new compensation as of January 2023 ($19.75), based on the 25 hours previously.**

**First by Letizia, second by Shuwen, all in favour, motion carries.**

**MOTION: To increase the hourly rate for the GSA President to $27.00 for 15 hours of expected work per week and increase the hourly rate for the GSA VPs to $25.00 for 10 hours of expected work per week starting in May 2023.**

**First by Dave, second by Shuwen, all in favour, motion carries.**

**MOTION: To adjourn the meeting moved by David Moore, seconded by Letizia Dondi, all in favour motion carried.**

**Action items:**

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| **Item** | **Action by** | **Due date** | **Status** |
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