**Minutes**

Graduate Students Association

**Board of Directors Meeting**

June 6th, 2022

3:00 pm

Teleconference Meeting

**Attendees:** Caroline Seiler (President), Wei Zhao (VP Services), Shuwen Qian (VP Internal), Letizia Dondi (VP Admin), Ashley Ravenscroft (DoO), Sarah Elshahat (VP External), (Director, Community Member at Larger), Jing Zheng (Director, Community Member at Large)

**Regret:** Yue Xi (Director, Community Member at Large),

**Absent:**

Call to order: 03:05 pm

* + **Motion: Approval of May Agenda 2022**
  + **Motion to approve the May 2022 Agenda moved by Wei Zhao, seconded by Letizia Dondi, all in favour motion carried.**

1. **MOTION**: **Approval of the April 2022 minutes**
   * **Motion to approve the March 2022 Minutes first by Letizia Dondi, seconded by Wei Zhao all in favour motion carried.**

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

* Caroline begins the meeting by welcoming the new members of the board.
* Caroline states that our survey with HSR is coming up. To prepare for the negotiations, the GSA is collecting information by comparing rates from schools across the province.
* Caroline mentions that graduate students do pay a higher rate than undergraduate students, and by collecting information; the GSA may be able to negotiate a lower rate.
* Caroline notes that we are hoping to schedule a bylaw meeting to discuss the students projects fee policy.
* She explains that this fee had been originally used for projects going on at the Phoenix. Since that is not being used, the proposal is to change that fee into a student projects fee; where students can apply to work on community initiatives.
* Caroline encourages the Board to join our upcoming Bylaws meeting if there is any interest in creating this policy.
* Caroline explains that in the next couple of weeks, the GSA is preparing for Welcome Week- both in-person and online.
* Caroline mentions that Shuwen has been working with the School of Graduate Studies to organize a smaller number of booths available to maximize distancing.
* Caroline notes that the GSA is organizing a club fest at the phoenix, to allow the clubs to introduce themselves to the student body.
* Additionally, campus tours and scavenger hunts discussions are in progress.
* Caroline mentions that communications are going out about executive and panel members to introduce our current GSA team.

**Phoenix Updates**

* Ashley begins the Phoenix update by stating that the Phoenix is still currently at a loss position with the fiscal year coming to an end.
* However, Ashley states that the Phoenix has made some very good gains, and that is seeing pre-pandemic numbers.
* Ashley mentions that the Phoenix will be paying full rent.

**Review of Strategic Plan and Direction**

* + Caroline explains the strategic plan will last four years and emphasizes focusing on key issues students are passionate about.
  + The main pieces of the plan are having advocacy operations and resources, student connections and resources.
  + Caroline states the GSA has made some good progress, as the VP external position has worked on the anti-oppression policy and created more advocacy for marginalized students. Additionally, the GSA vamped up communications through a variety of social media platforms and have a communication policy published.
  + Caroline does note that the GSA has had trouble with publishing bi-annual reports. Having more deadlines and accountability will combat this issue.

**Financial Review**

* Ashley expresses that the financial review that is not accurate as we don’t have all fees and expenses quite yet. She notes that the Board will see those expenses and fees come in these last several months.
* Ashley states that the GSA is in a good financially healthy picture, and our operational account and reserve accounts remain healthy.
* She explains that the GSA remains to have the asset of the phoenix on our books, making our equity look a bit inflated.
* Ashley mentions that the phoenix is missing a few rent payments within the review and that the wages are a bit high. However, this will equalize as these last few months are included in the system.
* Ashley notes that year over year, there would still be a loss due to COVID.
* Caroline continues the meeting, discussing the One-time donation to the softball league.
* She explains that previous to COVID, the softball league has $4000 honoraria. But with the financial constraints of COVID, they decided not to compensate themselves.
* However, Jake and Andy ended up paying about $2000 for bases out of pocket.
* Ashley suggests moving forward would be a one-time lump sum payment for the three honoraria which be broken down as $1000 plus the cost of the bases. So, a one-time lump sums up to $9000 in sponsorship of the GSA leagues.

**Motion: That the GSA provides a one-time donation of $9000 to the GSA softball league moved by Shuwen Qian, seconded by Letizia Dondi, all in favour motion carried.**

**Discussion of EDI training**

* Caroline begins the discussion of EDI training for GSA affiliates. She explains that the EDI training teaches important principles of being in a position of student and community leadership within the University.
* She adds that in the previous years, it has only been provided for the executive staff. However, the GSA would like to extend it to the board and council members.
* Caroline reached out to the EDI office, and they have said they can schedule training for August.
* Caroline asks the Board if there is any discussion if this training should be made mandatory.
* Ashley notes it is a great initiative, and if the GSA did want to make it permanent, it can embed it into the standing resolution.
* **New Business** 
  + In camera
    - **MOTION: To confirm David Moore as an External Director of the GSA moved by Letizia Dondi, seconded by Wei Zhao.**

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

**Action items:**

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