Federation of Students’ Board Agenda

Regular Meeting

Chair: CHAIR EASTON*  Secretary: VICE PRESIDENT GUEVARA*

* Officer elections to be ratified

ATTENDANCE

Please convey regrets to the Chair of the Board at chair@feds.ca

Expected Attendees:

- Vice President Abouelnaga*
- General Manager Burdett*
- Chair Easton
- Director Eyre
- Vice President Guevara
- Director Hunte
- Director Ng
- Director Sharma
- President Simpson
- Vice President Town*
- Director Yang

* Non-Voting Resource Member

Expected Absences:

- None

* Regrets

ORDER OF BUSINESS

Public Session

1.0 Preliminaries

1.1 Call to Order (Attention)
1.2 Election of Officers (Assumed) Chair
1.2 Election of Officers (Assumed) Secretary
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Public Session

1.0 PRELIMINARIES

Adding items to the agenda requires a two-thirds vote.

1.1 CALL TO ORDER

The Chair calls the meeting to order at 5:30pm.

1.2 ELECTION OF OFFICERS

The Election of Officers supersedes all business. As such, this item may not be rearranged within the agenda. The Board may not adjourn nor proceed until a Chair is elected.

Chair

Be it resolved that the Board ratify the election of Benjamin Easton as Chair of the Board of Directors, as presented in the Memorandum on Results of Officer and Committee Elections.

Secretary

In accordance with the Memorandum on Results of Officer and Committee Elections, no Director has expressed interest in acting as Secretary of the Corporation. As such, Vice President Guevara will fulfil the position.

Note: Please refer to the Memorandum on Results of Officer and Committee Elections.

1.3 APPROVAL OF THE AGENDA

The Chair assumes the Agenda.

1.4 TERRITORIAL ACKNOWLEDGEMENT

Pursuant to Federation Policy 50, Indigenous Engagement and Inclusivity, the Federation of Students’ Board of Directors acknowledges:

"The University of Waterloo is on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to the Six Nations, which includes six miles on each side of the Grand River."
1.5 Oral Conflict of Interest Declaration

In accordance with Procedure 2, §II(6), the Chair poses the following question:
"In relation to any of the items of business on the agenda for this meeting, does any Director have an actual, perceived, or potential conflict of interest?"

1.6 Remarks of the Chair

2.0 Approval of the Minutes

2.1 Update on Outstanding Board Minutes

Pursuant to Board Procedure 2§II(3)(c), all minutes unapproved after April 20th of a given fiscal year may be approved by joint decision of the Chair of the Board, Secretary of the Corporation and President. As such, the remaining minutes from FY2020 are being approved by outgoing Chair Connor Plante, outgoing Secretary Benjamin Easton and President Simpson.

3.0 Reports

3.1 Executive Reports

Each executive will provide an oral report.

1. President (Simpson)
2. Vice President of Operations & Finance (Guevara)

3.1 Committee Reports

Each Committee Chair will provide an oral report.

1. Executive Committee (President Simpson)
2. Strategic and Long Range Planning Committee (President Simpson)
3. Planning Student Spaces and Works Committee (Vice President Guevara)
4. Executive Structure Review Committee ( )

4.0 Business Arising from the Minutes

Business arising from the minutes is business carried on to a meeting from a previous meeting.
5.0 **GENERAL ORDERS**

5.1 **RATIFICATION OF ELECTIONS TO COMMITTEES**

*Be it resolved that* the Board ratifies the elections of Directors to committees as presented in the *Memorandum on Results of Officer and Committee Elections.*

**AUDIT & RISK MANAGEMENT COMMITTEE**

Elected: John Hunte and Kanan Sharma

**STRATEGIC & LONG RANGE PLANNING COMMITTEE**

Elected: Benjamin Easton and Alexander Eyre

**PLANNING, STUDENT SPACES & WORKS COMMITTEE**

Elected: Alexander Eyre and Edward Yang

**EXECUTIVE STRUCTURE REVIEW COMMITTEE**

Elected: Alexander Eyre and Madison Ng

**BUDGET & APPROPRIATIONS COMMITTEE**

Elected: John Hunte and Kanan Sharma

Submitted By: *Chair Easton*

*Note: Please refer to the Memorandum on Results of Officer and Committee Elections.*

5.2 **AMENDMENTS TO BOARD PROCEDURE 31**

*Be it resolved that* the Board approve amendments to Procedure 31§B(2)(b), such that the Vice President Operations & Finance is noted as the Vice Chair of the Audit and Risk Management Committee.

Submitted By: *Vice President Guevara*
5.3 Status of Board Procedures

Discussion on status of Board Procedures requiring review pursuant to Board Procedure 1§C.

Submitted By: Chair Easton

Note: Please refer to Status of Board Procedures Tracking Sheet.

6.0 Other Business

Any Director may raise any item of concern during other business. Generally, long discussions without a specific motion before the Board should be avoided. A one-third (1/3) vote by the Directors present at the meeting is sufficient to postpone consideration of the motion to a future date.

Confidential Session

Be it resolved that the Board enters confidential session.

7.0 Preliminaries

7.1 Approval of the Agenda

The Chair assumes the Agenda.

7.2 Oral Conflict of Interest Declaration

In accordance with Procedure 2, §II(6), the Chair poses the following question:

"In relation to any of the items of business on the agenda for this meeting, does any Director have an actual, perceived, or potential conflict of interest?"

7.3 Remarks of the Chair

8.0 Approval of the Minutes

8.1 Update on Outstanding Meeting Minutes

See item 2.1.
9.0 REPORTS

9.1 EXECUTIVE REPORTS
Each executive will provide an oral report.

1. President (Simpson)
2. Vice President of Operations & Finance (Guevara)

9.2 COMMITTEE REPORTS
Each Committee Chair will provide an oral report.

1. Executive Committee (President Simpson)
2. Audit and Risk Management Committee ()
3. Personnel Committee (Vice President Guevara)
4. Health Plan Oversight Committee (Vice President Guevara)

10.0 BUSINESS ARISING FROM THE MINUTES
Business arising from the minutes is business carried on to a meeting from a previous meeting.

11.0 GENERAL ORDERS

12.0 OTHER BUSINESS
Any Director may raise any item of concern during other business. Generally, long discussions without a specific motion before the Board should be avoided. A one-third (1/3) vote by the Directors present at the meeting is sufficient to postpone consideration of the motion to a future date.

Public Session
Be it resolved that the Board leaves confidential session.

13.0 ANNOUNCEMENTS
14.0 ADJOURNMENT

Be it resolved that the Chair adjourns the meeting.
This memorandum provides the results of the election of Officer and Committee positions for the 2021 fiscal year.

In accordance with the wishes of the incoming Board, over the past week I have facilitated the process of running the elections for both the Officer and Committee positions for the new fiscal year. Following the conclusion of a Microsoft Teams meeting on April 28th where incoming Directors declared their candidacy for all desired positions, a 24-hour voting period was held from April 28th at 7:00 p.m. to April 29th at 7:00 p.m. (EST). Below, the results are provided. Please note that these appointments are considered unofficial at this time, as they can only be formally made at a meeting of the Board of Directors. Therefore, these results must be ratified at the first Board meeting of the new governing year to be considered official.

**Officer Elections**

**Chair of the Board of Directors**
Elected: Benjamin Easton
Election result: Unanimously elected. As there was only one candidate for this position, a yes/no acceptance vote occurred, the result of which was unanimously yes.

**Secretary of the Corporation**
Election result: No Directors expressed an interest in filling the role of Secretary of the Corporation. Therefore, as per the Bylaws, the Vice President, Operations and Finance, will fill the role.
Audit and Risk Management Committee
Elected: John Hunte and Kanan Sharma
Election result: Applying STV, John Hunte exceeded the required threshold in the first round and was elected. After redistribution of excess votes, Kanan Sharma exceeded the required threshold in the second round and was elected.

Strategic and Long Range Planning Committee
Elected: Benjamin Easton and Alexander Eyre
Election result: Unanimously elected. As there were only two candidates for this election, and two seats available, a yes/no acceptance vote occurred, the result of which was unanimously yes.

Planning, Student Spaces and Works Committee
Elected: Alexander Eyre and Edward Yang
Election result: Applying STV, no candidate exceeded the required threshold in the first round. After eliminating the candidate with the fewest votes, Alexander Eyre and Edward Yang were elected in the second round.

Executive Structure Review Committee
Elected: Alexander Eyre and Madison Ng
Election result: Unanimously elected. As there were only two candidates for this election, and two seats available, a yes/no acceptance vote occurred, the result of which was unanimously yes.

Budget and Appropriations Committee
Elected: John Hunte and Kanan Sharma
Election result: Unanimously elected. As there were only two candidates for this election, and two seats available, a yes/no acceptance vote occurred, the result of which was unanimously yes.

I wish all presumptive appointees the best of luck in their roles.

Through the issuance of this memorandum, I certify these election results to be true and accurate. If you require any further information, please do not hesitate to contact me at connor.plante@uwaterloo.ca.

Thank you for your attention,

Connor Plante
Chair of the Board of Directors
Waterloo Undergraduate Student Association, University of Waterloo
## Status of Board Procedures Tracking Sheet

<table>
<thead>
<tr>
<th>Procedure Number</th>
<th>Title</th>
<th>Effective Date</th>
<th>Notes/Current Status</th>
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