Due to the COVID-19 pandemic, this meeting was held by videoconference.

1.0 PRELIMINARIES

1.1 Call to Order

B. Easton presided as Chair and called the meeting to order at 5:42 p.m.

1.2 Approval of the Agenda

The Chair assumed the agenda as presented.

1.3 Territorial Acknowledgement

The Board recognizes that Waterloo Undergraduate Student Association (WUSA) operates 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.
1.4 **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?"

There were no conflicts of interest declared.

1.5 **Remarks of the Chair**

The Chair proposed that the next Board of Directors meeting was scheduled for January 5, 2020.

**ACTION:** The Chair to issue a schedule for the coming year’s Board meetings.

2.0 **APPROVAL OF THE MINUTES OF THE STUDENT COUNCIL BOARD MEETINGS**

*On a MOTION by A. Guevara, seconded by B. Easton, it was resolved to approve the below noted Board of Directors meeting minutes, as presented.*

- May 14, 2020 Regular Meeting
- June 9, 2020 Regular Meeting
- June 19, 2020 Special Meeting
- July 6, 2020 Special Meeting
- July 14, Regular Meeting
- August 11, 2020 Regular Meeting
- August 26, 2020 Emergency Meeting
- September 29, 2020 Regular Meeting
- November 17, 2020 Regular Meeting

*The motion was carried.*

3.0 **REPORTS**

3.1 **EXECUTIVE REPORTS**

3.1.1 **President’s Report**

A. Simpson shared that imprint was moving well and that some changes had been made to procedure. The long-range plan was wrapping up, they were just waiting for some final designs, which would hopefully be received by Monday, December 7, 2020. Policy and procedures would be worked on over the winter. A. Simpson noted that she would be sharing some items on her LinkedIn account about WUSA and some Advocacy items. Additionally, she had the opportunity to present to the Deputy Prime Minister’s Office on the Youth Employment skills strategy, which just saw a funding increase in the new economic updates.
3.1.2 Vice-President, Operations and Finance
A. Guevara advised she would be presenting the space lounge plan at Council on Sunday December 6, 2020. She was just waiting on estimated costs from the architects prior to having it approved.

Student Care and Finance had identified a way to complete refunds for health, legal and dental on quest. An email had been issued to all students about this and those who requested refunds this term had been refunded on quest and that is how it would be done moving forward Additionally, there is a new service offered by the legal service, for the commissioning of documents and notary services for which marketing items will go out soon.

3.2 COMMITTEE REPORTS

3.2.1 Executive Committee
A. Simpson stated that no executives would be going on leave until Christmas break.

4.0 BUSINESS ARISING FROM THE PREVIOUS MINUTES

The Chair advised there was no new business arising from the previous minutes to report.

4.1 Services Review Update

N. Abouelnaga reported that the last meeting of the term for the services review was scheduled for Wednesday, December 2, 2020. The Committee will decide next steps that will be shared with the Board once a decision is made.

N. Abouelnaga departed at 5:57 p.m.

5.0 GENERAL ORDERS

5.1 Chair of the Board Scholarships

K. Sharma raised a suggestion of a Chair of the Board scholarship to be implemented. The suggestion was made due to the amount of work the Chair manages and noted that the work had increased and that the Chair goes beyond what a volunteer role would require. The scholarship would be to replace the $500 honorarium for the Chair and be increased to $2,500 to $3,000. If the Board agreed to the recommendation, it may require discussion with the Auditor or legal counsel. Another option would be to provide refunds to the Chair’s quest account. It was noted that WUSA paid taxes on any honorarium over $500.

It was the consensus of the Board to defer this item until after the governance review.
5.2 Approval of Procedure 32 – Publications Committee

Imprint and legal both reviewed the document and provided language change to assist in the planning to help move it forward.

On a MOTION by A. Simpson, seconded by B. Easton, it was resolved that the Board approved amendments to change Procedure 32 from Board of Publications to Publications Committee, as presented.

The motion was carried.

On a MOTION by A. Simpson, seconded by B. Easton, it was resolved that the Board approve the amendment to Procedure 31, Committees of Board, as presented.

The motion was carried.

6.0 OTHER BUSINESS

The Chair noted there was no other business to report.

K. Sharma noted that the review of the part-time procedure was completed and there were no changes required.

On a MOTION by B. Easton, seconded by J. Hunte, it was resolved that the Board move to the confidential session of the meeting at 6:11 p.m.

The motion was carried.

7.0 PRELIMINARIES

Discussion was documented in the private and confidential meeting minutes.

7.1 Approval of the Agenda

Discussion was documented in the private and confidential meeting minutes.

7.2 Oral Conflict of Interest Declaration

Discussion was documented in the private and confidential meeting minutes.

7.3 Remarks of the Chair

Discussion was documented in the private and confidential meeting minutes.

8.0 APPROVAL OF THE MINUTES OF THE BOARD OF DIRECTORS’ MEETING

Discussion was documented in the private and confidential meeting minutes.
9.0 **REPORTS**
Discussion was documented in the private and confidential meeting minutes.

9.1 **Executive Reports**
Discussion was documented in the private and confidential meeting minutes.

9.2 **Committee Reports**
Discussion was documented in the private and confidential meeting minutes.

10.0 **BUSINESS ARISING FROM PREVIOUS MINUTES**
Discussion was documented in the private and confidential meeting minutes.

10.1 **Report on August 9, 2020 Special Meeting of Council**
Discussion was documented in the private and confidential meeting minutes.

10.2 **Approval of Agreement of Asset Purchase and Sale with Imprint Publications**
Discussion was documented in the private and confidential meeting minutes.

10.3 **Executive Performance Evaluation**
Discussion was documented in the private and confidential meeting minutes.

11.0 **GENERAL ORDERS**
Discussion was documented in the private and confidential meeting minutes.

12.0 **OTHER BUSINESS**
Discussion was documented in the private and confidential meeting minutes.

13.0 **ANNOUNCEMENTS**
The Chair wished the Board a restful holiday season.

14.0 **NEXT MEETING**
The next meeting of the WUSA Board of Director was scheduled for Tuesday, January 5, 2021 at 5:30 p.m.
15.0 CLOSE OF MEETING

It was consensus of the Board to close the meeting at 7:53 p.m. as there was no further business to discuss.

_________________________    ______________________
Director                             Date

_________________________    ______________________
Director                             Date