



Board of Directors

MAY 27TH, 2019

1. Attendance:

Present: Tre Mansdoerfer (President, non-voting), Kyle Rubenok (Member at Large), Bryan Buraga (Legislative Councilor), Jonah Levitt (Member at Large), Garima Karia (Legislative Councilor), Andrew Figueiredo (Legislative Councilor), Jessica Rau (Member at Large), Jun Wang (Vice President Finance), Jack Kline (Member at Large), Lucille Xiang (Member at Large), Mu Rong Yang (Legislative Councilor), Shayan Sheikh (International Representative, non-voting), Jacob Shapiro (Vice President University Affairs).

Absent: Matthew McLaughlin (Vice President Internal).

Late:

Excused:

Quorum is obtained at 6:53 PM.

2. Call to Order – 6:53 PM:

The President calls the Board of Directors to order at 6:53 PM.

3. Adoption of the Agenda

The agenda is adopted.

4. Public Session

- a. BOD18-MIN1. Public Session Board of Director Minutes (Information)



The President explains that there are no minutes for approval right now, given that the recording secretaries have finished their contracts. Board minutes still need to get finished, as well as one Legislative Council session. Otherwise, they are up to date.

b. BOD18-MOT1. Responsible Operation Initiatives (ROI) Policy (Information)

The President outlines this policy, stating that SSMU has a lot more money now than ever before for projects. To take on these projects correctly, there needs to be a broader process. The motion isn't finished, and it should be presented by the next Board. The President won't be present to see it through. He states that if there were a large project, say at Gerts or in the cafeteria, there should be a way to walk through it, as opposed to a chaotic approach. It would have to go through the BOMCOM for endorsement first, then to Council (if not time sensitive) and then to the Board, or directly to the Board if it is time sensitive. The thought is that a better process and conversation, the operations will be better. The other part that the President is still working on is what they need in terms of bringing these operations to the bodies. For example, do you need financial projections, a general timeline or implementation strategy. This document will be circulated during one of the first Board meetings during the summer. This is just a heads up.

c. BOD18-MOT2. Summer Term Meeting Dates (Information)

The President states that everyone (Board members and new Executives) needs to complete a Doodle poll. He anticipates the Board selecting 2-3 days throughout the summer being selected. These dates will then be communicated once the poll is complete.

Director Rubenok states that he doesn't think this is helpful because he can make most dates depending on the time.

VP Shapiro states that it would still be good to know which dates people absolutely can't attend, so that the President can quickly propose a schedule that is pretty open. VP Shapiro suggests asking people when they aren't available instead.

Director Rubenok suggests a regular schedule (e.g. the first week of every month).

The President will recirculate this.



d. BOD18-MOT3. Judicial Board, Board of Directors Hiring Timeline (Information)

Sam Haward states that the goal was to be done by now. He reached out to the Nominating Committee about two weeks ago and only one person responded to him. They can't get quorum right now, but it's okay so long as it's done over the summer.

Sam Haward continues states that the Board of Directors timeline is longer than initially thought. Once another Director is back on Nominating Committee it will help.

The President suggests that Director Kline reapply if desired because his terms ends May 31.

e. BOD18-MOT4. HR Committee Terms of Reference – **APPROVED** (unanimously);

Director Rubenok has been working on this for months and it's been written up with the HR Manager. It outlines a committee of the Board that will be responsible for contributing annual reviews for permanent staff at the director level. It outlines the schedule for the six main reviews to be submitted to the Board. There are no reviews in December or April (due to exams). It outlines a procedure by which the manager-level permanent staff submit reports to be read by the committee. The goal of this is for the Board to be aware of what the permanent staff is doing because they stick around longer than Board members. It also gives Board members an idea of what the other half of SSMU is doing. There is a schedule for different positions. Some positions don't need to report as often as others. Among other things, that the permanent staff is staying student-centric is important.

The President clarifies that the membership will be amended to make the committee smaller.

Director Rubenok asks if the second Executive should be an Executive as determined by Board.

The President states that he encourages the two Executives to be the President and the VP Finance, based on their working relationship with most people and role on the Board.

Director Rubenok asks what about this is finance-specific because salaries aren't negotiated. He isn't seeing why the VP Finance should sit on the committee.



The VP Finance sees why the VP Finance would make the most sense because he works a lot with the permanent staff (e.g. the HR Manager, Comptroller). He meets more with permanent staff than any other Executives. The other Executives are more student facing.

The President states that this could also be changed at a later point.

VP Shapiro states that this is a great first step, but a follow-up should be firstly, that HR creates more meaningful rubrics. They are a bit vague, so moving forward it should be more clear. Second, at the end of the day, there should be a process different from this with a clear rubric so that the Board can evaluate and measure what the GM is doing. This process needs to be more robust. This should open the Board up to thinking about how the GM is reporting to the body and being evaluated.

Director Rubenok clarifies that the criteria align with the staff review that the GM conducts except for point d, which is missing in currently conducted reviews. All of these are defined in the current HR processes.

VP Shapiro states that he would like those included as appendices.

Director Rubenok and Director Yang would like to sit on this committee.

Voting procedure:

In favour: Director Figueiredo, Director Karia, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Shapiro, Director Yang, Director Wang.

Opposed:

Abstain:

- f. BOD18-MOT5. Service Review Report – **APPROVED**;

The President states that the report was originally postponed at Council and is now being brought to the Board. It reviews all services and gives them a grade. One group failed the service review, which is the Volunteer Service. One group applied for service states (Players' Theatre), but they were rejected. The Board is here to approve this. The SSMU currently has 16 services. The goal of the Volunteer Service is to collect volunteers and get students in the community. They also host a semesterly volunteer fair. However, it doesn't really exist as a



service when compared with other services. Having a service puts resource strain on SSMU so there is value in de-servicing a group if they don't meet the standards.

Voting procedure:

In favour: Director Figueiredo, Director Karia, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Yang.

Opposed:

Abstain: Director Shapiro, Director Wang.

g. BOD18-MOT6. Bonus Allocation – **APPROVED;**

This discussion took place in Confidential Session.

Voting procedure:

In favour: Director Figueiredo, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Yang.

Opposed:

Abstain: Director Karia, Director Shapiro, Director Wang.

h. BOD18-MOT7: ILC Reimbursement – **APPROVED;**

VP McLaughlin wrote this, but can't be present. The President explains that there was an issue with a cheque request submitted for someone's Faculty Olympics expenses. Accounting never received it and the original receipts were lost. The statements are included as well. It was alcohol purchased at an event.

VP Wang states that the bank statement is usually insufficient for reimbursements. Accounting requires invoices because SSMU pays taxes to CRA and Revenue Quebec. Without the invoice, SSMU is not declaring the amount owed. This is a small amount, but it is a matter of principle. This would be a flag for an audit. At a certain point, it becomes unethical for VP Wang not to tell the auditors this.

VP Shapiro states that given the information heard from VP Wang, there should be a way for this not to come to Board.



VP Wang doesn't want to be responsible for this decision individually. He states that usually these reimbursements shouldn't happen anyways. He is just too tired.

Voting procedure:

In favour: Director Karia, Director Shapiro, Director Figueiredo, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Yang.

Opposed:

Abstain: Director Wang.

- i. BOD18-MOT8 : Nominating Committee : Motion to approve Kyle to Nominating Committee – **APPROVED** (unanimously);

The President explains that they need one more member from the Board to sit on Nominating Committee. Nominating Committee runs until November 15th.

Director Sheikh and Director Rubenok are interested. Director Kline is interested, but his term is ending.

Voting procedure:

In favour: Director Karia, Director Shapiro, Director Figueiredo, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Yang, Director Wang.

Opposed:

Abstain:

- j. Sanchi and Sam confidential session – **APPROVED** (unanimously);

Voting procedure:

In favour: Director Karia, Director Shapiro, Director Figueiredo, Director Rubenok, Director Buraga, Director Levitt, Director Rau, Director Kline, Director Xiang, Director Yang, Director Wang.


Opposed:



Abstain:

5. Confidential Session

6. Adjournment - 8:16 PM.



Bryan Buraga, President

APPROVED