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**MEETING INFORMATION**

<b>Fiscal Year :</b>	2015	<b>Objective :</b>	Semi-Annual General Meeting of the Board of Directors
<b>Program :</b>	00 - Head Office		
<b>Assembly :</b>	Board of Directors		
<b>Date and Time:</b>	2014-11-15 00:00	<b>Location(s) :</b>	Viscount Gort Hotel, Winnipeg, Manitoba
<b>Chair :</b>	Michael Richardson		
<b>Secretary :</b>	Danielle Daicont (Temporary)	<b>Called By :</b>	Michael Richardson

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**ATTENDEES**

<b>Attendees :</b>	J-M Minon (CABS), C. Parker (CABS), J. Holm (CABS), A. Persaud (Ryerson University), M. Scott (Dalhousie University), D. Bentley (University of Ottawa), C. Moreau (University of Northern British Columbia), B. Gardiner (University of British Columbia), G. Zhan (University of Waterloo), D. Camuyong (University of Manitoba), M. Richardson (Concordia University), A. Zia (Brock University), M. Al-Awawdeh (McMaster University), E. Little (Wilfrid Laurier University), G. Ayoub (University of Calgary), K. Eze (University of Lethbridge), A. Guay (Trent University), M. Yassin (University of Guelph), J. Kozan (University of Regina), J. Gutierrez (Simon Fraser University), S. Mair (University of Victoria), M. Flaherty-Specht (University of British Columbia Okanagan), V. Shen Wu (University of Winnipeg), B. Sinniger (HEC), K. Le (University of Saskatchewan), G. Bhulla (Kwantlen Polytechnic University).
<b>Absentees :</b>	S. Finnell (McGill University), N. Corradino (York University), K. Farlinger (University of Alberta), F. Kaminski (Vancouver Island University), Z. Konings (St. Francis-Xavier University), J. Hayes (Bishop's University), A. Gill (CABS), A. Normand (CABS), M. Walkey (CABS), C. Mion (Carleton University)

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**AGENDA**

- 1) Call to order
- 2) Approval of temporary secretary
- 3) Approval of Agenda
- 4) Approval of Minutes
  - a) EBSC Minutes
- 5) President's Remarks and Brief Updates
- 6) Approval of Bylaw Revisions
- 7) Approval of Operating Policy Revisions
  - a) ~~Policy on Financial Management~~
  - b) Policy on Conferences and Competitions
  - c) Privacy Policy
  - d) ~~Mandate Policy~~
- 8) Appointment of members to BOD committees
  - a) Finance Committee
  - b) Governance Committee
  - c) Strategic Oversight Committee
  - d) JDCC Committee
- 9) Approval of new Class B member: Kwantlen Polytechnic University
- 10) CABS Strategic Plan
- 11) EBSC
- 12) Website Update
- 13) Varia/Miscellaneous/Question Period
- 14) Adjournment

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**MINUTES****1. Call to order**

The meeting was called to order at 12:43 P.M.

**2. Approval of temporary secretary**

Motion to appoint Danielle Daicont as temporary secretary by K. Eze (University of Lethbridge). Seconded by D. Camuyong (University of Manitoba). Approved by unanimous consent.

**3. Approval of agenda**

Motion to strike 7A from the agenda by J-M. Minon (CABS). Seconded by A. Zia (Brock University).

Approved by unanimous consent.

Motion to strike 7D from the agenda by J-M. Minon (CABS). Seconded by A. Zia (Brock University).

Approved by unanimous consent.

Motion to add a new point 8 in the agenda "Appointment of members to BOD Committees: Finance Committee, Governance Committee, Strategic Oversight Committee and JDCC Committee" by J-M. Minon (CABS). Seconded by K. Le (University of Saskatchewan).

Approved by unanimous consent.

Motion to add a new point 9 in the agenda "Approval of new Class B member: Kwantlen Polytechnic University" by J-M. Minon (CABS). Seconded by A. Guay (Trent University).

Approved by unanimous consent.

Motion to approve the entire agenda by A. Zia (Brock University). Seconded by D. Camuyong (University of Manitoba).

Approved by unanimous consent.

**4. Approval of Minutes**

- a) EBSC Minutes

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No changes were requested to the minutes.

Motion to approve the minutes by K. Eze (University of Lethbridge). Seconded by E. Little (Wilfrid Laurier University).

Approved by unanimous consent.

#### 5. President's Remarks and Brief Updates

The CABS Management Team presents their updates. J-M. Minon (CABS) presents on behalf of A. Gill (CABS), M. Walkey (CABS) and A. Normand (CABS).

#### 6. Approval of Bylaw Revisions

Motion to table the vote for the Bylaw revisions by A. Zia (Brock University). Seconded by M. Flaherty-Specht (University of British Columbia Okanagan).

A. Zia (Brock University) states that there has not been enough time to review the entire bylaw revisions.

M. Richardson (University of Concordia) suggests to hold an electronic meeting to approve the bylaw revisions on December 1, 2014.

In favour: 18

Against: 0

Abstention: 2 (noted: A. Zia (Brock University))

#### 7. Approval of Operating Policy Revisions

##### a) Policy on Conferences and Competitions

J.M. Minon (CABS) informs that no changes have been made to the content of the policy and that sections of the policy are now part of the appendix.

Motion to approve the changes to the Policy on Conferences and Competitions by K. Eze (University of Lethbridge). Seconded by A. Zia (Brock University).

In favour: 18

Against: 0

Abstentions: 2 (noted: D. Camuyong (University of Manitoba))

##### b) Privacy Policy

Motion to table the vote of the approval of the Privacy Policy by A. Zia (Brock University). Seconded by D. Camuyong (University of Manitoba).

A. Zia (Brock University) states that there has not been enough time to review the entire policy and that the approval can take place at the electronic meeting on December 1, 2014.

In favour: 16

Against: 0

Abstention: 4

#### 8. Appointment of members to BOD Committees

##### a) Finance Committee

J.M. Minon (CABS) nominates A. Gill (CABS) as Chair of the Finance Committee.

J.M. Minon (CABS) nominates himself as a committee member.

S. Mair (University of Victoria) nominates himself as a committee member.

K. Eze (University of Lethbridge) nominates himself as a committee member.

M. Richardson (University of Concordia) nominates himself as a committee member.

A. Persaud (Ryerson University) nominates herself as a committee member.

Motion to appoint A. Gill (CABS), J.M. Minon (CABS), S. Mair (University of Victoria), K. Eze (University of Lethbridge), M. Richardson (University of Concordia) and A. Persaud (Ryerson University) as members of the Finance Committee by M. Yassin (University of Guelph). Seconded by A. Zia (Brock University).

In favour: 18

Against: 0

Abstention: 2

##### b) Governance Committee

J.M. Minon (CABS) nominates himself as Chair of the Governance Committee.

J.M. Minon (CABS) nominates A. Normand as a committee member.

M. Flaherty-Specht (University of British Columbia Okanagan) nominates himself as a committee member.

K. Eze (University of Lethbridge) nominates himself as a committee member.

M. Scott (Dalhousie University) nominates herself as a committee member.

M. Al-Awawdeh (McMaster University) nominates himself as a committee member.

Motion to appoint J.M. Minon (CABS), A. Normand (CABS), M. Flaherty-Specht (University of British Columbia Okanagan), K. Eze (University of Lethbridge), M. Scott (Dalhousie University) and M. Al-Awawdeh (McMaster University) as members of the Governance Committee by J. Kozan (University of Regina). Seconded by D. Bentley (University of Ottawa)

In favour: 18

Against: 0

Abstention: 2

##### c) Strategic Oversight Committee

J.M. Minon (CABS) nominates himself as Chair of the Governance Committee.

J.M. Minon (CABS) nominates J. Hayes (Bishop's University), K. Farlinger (University of Alberta), S. Finnell (McGill University), N. Keshmiri (University of British Columbia), A. Zia (Brock University) and Z. Hogg (University of Waterloo) as members of the Governance Committee.

M. Flaherty-Specht (University of British Columbia Okanagan) nominates himself as a committee member.

D. Camuyong (University of Manitoba) nominates himself as a committee member.

E. Little (Wilfrid Laurier University) nominates himself as a committee member.

Motion to appoint J.M. Minon (CABS), J. Hayes (Bishop's University), K. Farlinger (University of Alberta), S. Finnell (McGill University), N. Keshmiri (University of British Columbia), A. Zia (Brock University) and Z. Hogg (University of Waterloo), M. Flaherty-Specht (University of British Columbia Okanagan), D. Camuyong (University of Manitoba) and E. Little (Wilfrid Laurier University) as members of the Strategic Oversight Committee.

In favour: 19

Against: 0

Abstention: 0

d) JDCC Committee

J.M. Minon (CABS) nominates M. Walkey (CABS) as Chair of the JDCC Committee.

J.M. Minon (CABS) nominates himself as a member of the committee.

D. Bentley (University of Ottawa) nominates herself as a member of the committee.

A. Zia (Brock University) nominates himself as a member of the committee.

A. Guay (Trent University) nominates herself as a member of the committee.

D. Camuyong (University of Manitoba) nominates himself as a committee member.

Motion to appoint M. Walkey (CABS), J.M. Minon (CABS), D. Bentley (University of Ottawa), A. Zia (Brock University), A. Guay (Trent University), D. Camuyong (University of Manitoba) as members of the JDCC Committee by J. Gutierrez (Simon Fraser University). Seconded by M. Scott (Dalhousie University)

In favour: 19

Against: 0

Abstention: 1

9. Approval of Class B Member: Kwantlen Polytechnic University

Currently a club under the student union and not a faculty association.

C. Parker (CABS) asks if they are able to send delegates to all CABS events.

G. Bhulla (Kwantlen Polytechnic University) says they can.

M. Al-Awawdeh (McMaster University) asks if it is fair to consider them to join CABS at this point in time, purely for the development of the student group?

S. Mair (University of Victoria) thinks it is a great opportunity for them to join.

J. Kozan (University of Regina) states that is it the other school's job to help out up and coming schools and student groups.

Motion to approve the admittance of a new Class B member by K. Eze (University of Lethbridge). Seconded by A. Zia (Brock University).

A. Zia (Brock University) considers extending the Class B membership for another year?

S. Mair (University of Victoria) suggests to revisit this at RoundTable.

M. Flaherty-Specht (University of British Columbia Okanagan) says that a big motivation of joining CABS is having the ability to join these types of conferences.

M. Al-Awawdeh (McMaster University) asks where they would fall in position-specific sessions with only 30 members? M. Al-Awawdeh (McMaster University) thinks that a lot of development needs to happen before they become accepted.

E. Little (Wilfrid Laurier University) fully supports the initiative. He would like to clarify that only 30 members out of 6000 students are involved and attending events.

Motion to suspend Roberts Rules temporarily by A. Zia (Brock University). Seconded by K. Le (University of Saskatchewan).

Approved unanimously.

Motion to appoint J.M. Minon (CABS) as temporary Chair by A. Persaud (Ryerson University). Seconded by K. Eze (University of Lethbridge).

Approved unanimously.

Motion to reinstate Roberts Rules by A. Zia (Brock University). Seconded by K. Eze (University of Lethbridge).

Approved unanimously.

K. Eze (University of Lethbridge) calls to question. Seconded by G. Zhan (University of Waterloo).

In favour: 17

Against: 1

Abstention: 3

Motion to approve the admittance of a new Class B member by K. Eze (University of Lethbridge). Seconded by A. Zia (Brock University).

In favour: 15

Against: 2

Abstentions: 4

10. CABS Strategic Plan

J.M. Minon (CABS) presents the updated strategic plan.

He suggest to discuss this plan with the new Strategic Oversight Committee.

11. EBSC

J.M. Minon (CABS) explains that after discussing with the management team, they came to the conclusion that EBSC does not add any value to the conference circuit and that the other conferences provide enough content for the student leaders. He then announces that they thought of not having EBSC in 2015.

J.M. Minon (CABS) also explains that there are many intangible benefits to EBSC: making the group tighter and allowing the chance for everyone to get to know each other better.

K. Eze (University of Lethbridge) states that EBSC was great to get to know other people and spending time with other people to share ideas, other than RoundTable.

E. Little (Wilfrid Laurier University) does not support getting rid of the conference and believe it was the most valuable conference he attended.

S. Mair (University of Victoria) suggests to combine EBSC and WCLR in one conference.

A. Guay (Trent University) states that people could not make it to RoundTable and EBSC was a time for everyone who misses it to connect.

C. Parker (CABS) suggests to move back WCLR into June so the CPP's can be done later. At the end of the day, EBSC must be able to bring value back to the students.

M. Al-Awawdeh (McMaster University) states that EBSC was a way to get excited before school started. More value was given to the people attended, and not necessarily the students.

A. Persaud (Ryerson University) suggests to postpone ECLR and asks to have access to a Google Drive of documentation of all information to put on a conference to see if specific schools is able to host one of the same caliber.

A. Guay (Trent University) states that some of the conferences are the same and for EBSC, presidents are able to connect on a more personal level.

E. Little (Wilfrid Laurier University) says that EBSC was all about the Presidents and not worrying about the rest of your team.

M. Scott (Dalhousie University) states that EBSC was valuable and good relations were made.

C. Parker (CABS) asks if EBSC stays in the East or is it a national body campaign? If it is national, we would have to change the name back to apm.

J. Kozan (University of Regina) says she can change the date for a bid.

D. Camuyong (University of Manitoba) asks if there are any guidelines for bids and when events are placed.  
C. Parker (CABS) states that they currently have an organizing committee and events page on the website.  
J.M. Minon (CABS) states that CABS needs people to step up in order for the conferences to continue. He asks that presidents push to each of their student groups.  
A. Persaud (Ryerson University) says that she will bring EBSC to the Board at the next meeting.  
K. Eze (University of Lethbridge) says they need a forum or documentation about each conference's information.  
D. Camuyong (University of Manitoba) asks to make each document not event specific but more of a basic outline of each event.

#### 12. Website Update

J. Holm (CABS) presents the new website.  
She explains the new key features (membership fact book, conference calendar, and job board)  
Phase 1 is complete.  
Phase 2 has started: creating logins for all executives, JDC Captains and sponsors.  
Alumni database will have a restricted portal.  
Phase 2 will be finished by the beginning of December.  
Phase 3: Continue to make the content better, resource centre facilitated, and financials will be posted.

J. Kozan (University of Regina) asks if it possible to have one login for all executives and president.  
J. Holm (CABS) explains that it is easier for everyone to have their own login to get passed down through positions each year.  
E. Little (Wilfrid Laurier University) asks if Presidents will have authority/exec administration login.  
J. Holm (CABS) says that it is possible.  
D. Camuyong (University of Manitoba) asks if VP's will have a discussion board and forum?  
C. Parker (CABS) says that the website will allow everyone to see all portfolio updates.  
K. Eze (University of Lethbridge) asks if the website has newsletter abilities?  
J. Holm (CABS) says yes, it is possible.  
C. Parker (CABS) asks the Board what else should be up on the website?  
B. Sinniger (HEC): List of events  
A. Persaud (Ryerson University): Newsletter or blog. Periodically send out a request form of what all the societies are up to.  
D. Camuyong (University of Manitoba): What specific companies are sponsoring each event.  
C. Parker (CABS): Organizational charts, sponsors, etc.  
K. Eze (University of Lethbridge) asks what is CABS succession plan for the website?  
J.M. Minon (CABS) explains that all execs on the management team must have a bit of knowledge on the website.  
C. Parker (CABS) explains that the responsibility will just be adding content, the infrastructure is already present.  
C. Parker (CABS) informs the Board that he will be contacting VP's/Execs directly now instead of contacting through the Presidents.

#### 13. Varia/Miscellaneous

J.M. Minon (CABS) would like to add an agenda point.  
Motion to suspend Roberts Rules by S. Mair (University of Victoria). Seconded by K. Eze (University of Lethbridge).  
Approved by unanimous consent.  
J.M. Minon (CABS) would like to add Financial Update and MAD Distribution.  
Motion to add Financial Update and MAD Distribution in the Agenda by D. Camuyong (University of Manitoba). Seconded by C. Moreau (University of Northern British Columbia).  
Approved by unanimous consent.  
Motion to reinstate Roberts Rules by D. Camuyong (University of Manitoba). Seconded by M. Flaherty-Specht (University of British Columbia Okanagan).  
Approved by unanimous consent.

#### a) Financial Update

J.M. Minon (CABS) goes over the budget on behalf of A. Gill (CABS).  
CABS will be cutting expenses for JDC.  
A. Normand (CABS) is working very hard to improve sponsorship.  
Motion to approve the budget by C. Moreau (University of British Columbia). Seconded by B. Sinniger (HEC).  
In favour: 19  
Against: 0  
Abstention: 2

#### b) MAD Distribution

J. Holm (CABS) explains that MAD Distribution would like to be a clothing distributor and that terms and conditions will be sent out.  
E. Little (Wilfrid Laurier University) has a concern with their professionalism and distribution problems.  
A. Guay (Trent University) states she is not ready to work with them and is getting constant emails by them,  
A. Persaud (Ryerson University) suggests to try for current year, and then not use again if not satisfied.  
M. Al-Awawdeh (McMaster University) has concerns with the quality of their product.  
A. Guay (Trent University) has another company with good prices and will share with the Presidents.

#### c. Varia

D. Camuyong formally thanks everyone for attending the conference and looks forward to seeing everyone again soon.  
Many thanks from the other universities. Many new ideas, NBSC was a great event and a wonderful experience.

#### 14. Adjournment

Motion to adjourn by A. Persaud (Ryerson University). Seconded by D. Bentley (University of Ottawa).  
Approved by unanimous consent.

Meeting adjourned at 3:29 PM.

## ACTION ITEMS

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#	BODY RESPONSIBLE	DEADLINE	DESCRIPTION
1	John-Michael Minon (CABS)	2014-12-01	Send EBSC information to Ashisha Persaud (Ryerson University)

## ATTACHMENTS

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See Google Drive folder: NBSC 2014