Federation of Students  
BOARD OF DIRECTORS  
January 17, 2017, SLC 1106

Present: Alexander Wray (Chair), Deanna Priori (Secretary), Sacha Forstner (Assistant Secretary), Brian Schwan, Jana El Khatib, Christos Lolas, Sarah Wiley, Suzanne Burdett (non-voting), Tomson Tran, Tristan Potter.

Absent: Caleb Voskamp, Fatema Boxwala.

CALL TO ORDER

The regular meeting of the Board of Directors assembled at 16:00 in SLC 1106. Alexander Wray, Chair of the Board, took the Chair, and Sacha Forstner acted as Secretary on behalf of Vice President Internal Deanna Priori. The Chair verified that the meeting was properly constituted in accordance with the Corporation’s bylaws, policies, and procedures, that due notice had been given to all members, and that a quorum was present.

The Chair called the meeting to order at 16:09.

I. EXECUTIVE UPDATES

Vice President Education Wiley
The hiring committee is reviewing applicant resumes for the vacant Research and Policy Officer role. Development has begun on an advocacy strategic plan. The plan is intended to act as an extension of the long range plan and articulate the Feds’ advocacy priorities for the next several years. The plan will ultimately be brought to the Board for approval, potentially as early as March.

Directors interested in reviewing, editing, or providing input into the plan are encouraged to contact the VP Education directly at vped@feds.ca.

Vice President Internal Priori
The three core focuses for the term ahead will be the Student Life Endowment Fund, the Feds Leadership Awards, and Feds on Tour.

Regarding each priority: Feds on Tour will be going to Architecture soon, the deadline to apply for SLEF funding is February 26th, and the Leadership Awards will be calling for nominations in early March.

Vice President Operations and Finance Schwan
The new website is complete, and is being reviewed by Waterloo ITMS for portal compatibility. It is expected to launch soon.

All vacancies in the Marketing Department have been filled, and Board can expect a list of the department’s strategic priorities in the near future.

Meetings are underway with the investment advisor Blair Fingland to discuss an investment plan for the restricted fund, as per the amendments to Board Procedure passed at the last meeting.

Implementation of the new point of sale continues to roll out.
Renovations in SLC 1116 have been delayed due to asbestos removal and other minor construction setbacks. However, they are on track to finish by early March.

President Lolas
Orientation will be beginning a “mini-review” shortly. The FOC have been hired, and have begun leader recruitment.
Elections nominations are closing soon.
SLC/PAC tendering documents have all been completed, and will go out for bid collection soon.
The next task is the expansion operating agreement, which is expected to come before the Board for approval before the end of the fiscal year.

Directors asked questions regarding elections promotions strategies. Lolas described Marketing’s plans to promote the election through social media, Feds on Tour, the committee of presidents, and a variety of other events. He reiterated that the new marketing specialist responsible for elections has both immediate priorities, and long-term ones that will be implemented in the coming year.

Directors asked questions regarding the approval process for the SLC/PAC expansion. Since the building will be owned by the university, the bids will be vetted and ultimately approved by the University Board of Governors. Lolas reiterated his confidence in the reliability and thoroughness of the University’s tendering process.

A director asked a follow-up question regarding the future development of the North Campus Commons. Lolas promised to provide an update in the near future.

II. APPROVAL OF THE MINUTES
Board heard a motion to approve the minutes from the regular session of the meeting on December 6, 2016.

Wray and Schwan. Carried.

III. CHANGE TO BYLAWS CLEANUP COMMITTEE TERMS OF REFERENCE
Board heard a motion to amend the terms of reference of the Bylaws Cleanup Committee in order to move the deadline for the draft procedure on bylaw amendments from January 31st to March 31st.

Forstner identified that the original terms of reference for the committee required the draft procedure to take into account the final text of the revised bylaws approved at the Annual General Meeting. The amended deadline will allow the committee to wait until after the AGM in March and properly fulfill its requirements.

Forstner and Lolas. Carried.
IV. PLANNING FOR BOARD TRANSITION

Board heard a motion to task the Chair, President, Secretary, and Assistant Secretary with developing a transition plan for the 2017-2018 new directors, and amending Procedure in order to systematize future Board transitions.

Forstner drew attention to the ad hoc transition he and other directors received in April 2016, and highlighted the need to adequately prepare new directors in order to maximize performance and ensure the continuity of institutional memory.

Forstner and Priori. Carried.

V. WINTER REGULAR MEETING DATES

Board heard a motion to approve the proposed regular meeting dates for the Winter 2017 term.

After a brief discussion about the potential drawbacks of holding a regular board meeting during the general election, it was agreed that the dates for the meetings should be February 16th, March 7th, and April 11th, all at 16:00.

Wray and Lolas. Carried.

VI. STRATEGIC BOARD RETREAT

Board heard a motion to designate February 3, 2017 at 13:30 as the date and time of the Strategic Retreat.

Wray updated the Board on the planning committee’s progress, including potential guest speakers and pleasant on-campus meeting locations. The retreat is expected to last approximately three hours.

Wray and Lolas. Carried.

VII. LONG RANGE PLANNING DISCUSSION

Forstner noted that a Long Range Planning discussion had not yet occurred following the mid-year update provided by the President in November.

Lolas committed to bringing forward a formal presentation on the Long Range Plan’s overall implementation progress at the February meeting of the Board.

VIII. BUDGET UPDATE

Board heard a motion to request and update on all budgets of the Corporation for the February meeting, to be accompanied by a report from the Executive Board detailing future budgetary priorities, strategic commitments, and potential risks.
Forstner noted that such an update need not necessarily include the most recent actuals, but should be detailed enough to enable Board input into budgetary planning for Fiscal 2017.

*Forstner and Schwan. Carried.*

**IX. OTHER BUSINESS – APPOINTMENT OF COMMITTEE MEMBERSHIPS**

Board heard a motion to appoint a director to serve on the 2016-2017 Feds Leadership Awards and Honorary Lifetime Membership Awards Committees, pursuant to the powers delegated by Students’ Council at its January 15 2017 meeting, term from January 17 to April 30 2017.

*Lolas and Schwan.*

Lolas provided the Board with a brief overview of the role of both Council committees, noting that each was likely to meet only once over the course of the academic term.

Jana El Khatib was nominated and acclaimed to the Leadership Awards Committee.

Brian Schwan was nominated and acclaimed to the Honorary Lifetime Membership Committee.

*The question was called, and the motion carried.*

**X. OTHER BUSINESS**

Forstner asked the Chair for an update on the scheduling of reviews for past-due procedures. The Chair responded that several reviews should be completed soon, and others planned out, following engagement with the Research and Policy Officer regarding potential review structures. Further updates will be brought before the Board as-needed.

**XI. CONFIDENTIAL SESSION**

Having concluded all business on the regular agenda with no further business arising, it was moved that Board enter confidential session.

*Tran and Potter. Carried.*

*Board enters confidential session at 16:50.*