

## GENERAL MEETING OF THE MEMBERS & BOARD OF GOVERNORS

Wednesday, January 19, 2022 | Microsoft Teams Meeting | 6:00 p.m.

### **MINUTES - OPEN SESSION – FINAL**

***The minutes were approved at the Board of Governors Meeting on February 16, 2022.***

**PRESENT:** Jason Blokhuis, Shelby Bolitsky, Ryan Connell, Manfred Conrad (Chancellor), Wendy Fletcher (President), Brian Hendley, Yaacov Iland, Jane Karanassiou, Thomas Littlewood, Edwin Ng, Joseph Olubobokun (Secretary), Ashton Romany (Treasurer), Karen Spencer (Chair), Frances Tse, Liz Vitek (Vice-Chair), Shumiao Wang

**REGRETS:** Asnake Dabala, Keith Hipel, Liam Michel, Marita Williams

**GUESTS:** Cort Egan, Christine Logel, Melanie McKellar, Tanya Missere Mihas, Kristiina Montero, Jill Pauls, Peter Ringrose, Todd Townshend

**RECORDER:** Lisa Kessig

**TERRITORIAL ACKNOWLEDGEMENT:** With gratitude, we acknowledge that Renison University College is located on the traditional territory of the Attawandaron (also known as Neutral), Anishinaabeg, and Haudenosaunee peoples, which is situated on the Haldimand Tract, the land granted to the Six Nations that includes ten kilometres on each side of the Grand River. Our active work toward reconciliation takes place across our campuses through research, learning, teaching, community building and outreach, and is centralized within the work of our Truth and Reconciliation Working Group and the University of Waterloo's [Indigenous Initiatives Office](#).

#### **1. OPENING PRAYER**

None.

Board Chair Karen Spencer presented the Land Acknowledgement.

#### **2. GENERAL MEETING OF THE MEMBERS**

- a) Former Board member and Chair of the Governance Committee Peter Ringrose attended the meeting to lend his expertise and answer any questions. Revisions to the AC & SACE Council by-laws (Sections 14.1 and 14.2) were approved by the Board on November 24, 2021. A number of terms are not yet included in the by-law definitions so the next step will be a review of these definitions by the Governance Committee. Further changes will be brought to the Board for approval then to the next AGM for members to ratify changes.

As the Governance Committee is currently without a Chair, any Board members interested in the position were asked to contact Lisa Kessig,

**MOVED by Yaacov Iland** to ratify the by-law changes approved by the Board on November 24, 2021; **SECONDED by Frances Tse.** **CARRIED.**

#### **3. MEETING OF THE BOARD OF GOVERNORS**

#### **4. SPEAKER SERIES: Dr. Christine Logel**

Edwin Ng introduced guest Dr. Christine Logel, Associate Professor, SDS who presented highlights from her recent research projects- Equity in Education: putting the research into work, and then putting that work into research.

#### **5. REVIEW AND APPROVAL OF THE AGENDA**

**MOVED by Manfred Conrad** to approve the agenda; **SECONDED by Liz Vitek.**

**CARRIED.**

**6. APPROVAL OF MINUTES- November 24, 2021**

**MOVED by Jason Blokhuis** to approve the minutes of November 24, 2021; **SECONDED by Brian Hendley.**

**CARRIED.**

**7. BUSINESS ARISING**

None.

**8. DECLARATIONS OF CONFLICT OF INTEREST**

None.

**9. CHAIR'S REMARKS- Karen Spencer**

New Board Chair Karen Spencer welcomed members to the meeting and encouraged them to ask questions as needed for clarification.

**10. PRESIDENT'S REPORT- Wendy Fletcher**

Strategic Planning

A summary update report of strategic planning activity will be provided to the Board in February. The next step in the Strategic planning process will be to embark on a process starting in January 2023 to develop a new plan for 2024-2027. Discussion and a commitment from the Board to work together on this plan was requested. The plan will include an equity, anti-racism lens with a commitment to reconciliation.

The Chair confirmed that the Strategic Plan is a collaboration between Renison staff and the Board. The Board will be invited to reflect on how to get the process started.

It was shared that Director of Finance Jill Pauls has accepted the role of Chief Financial Officer, as of February 1, 2022.

Cash Flow Update

Cash in the bank is needed to cover the \$3.5M of restricted funds. At the beginning of November, the cash balance was \$5.4M. Total revenue in November of \$2.6M consisted of funds primarily from tuition (CAPE, ELI), grants, and residence fees. Expenses for the month included payroll (\$1.33M), \$72,620 for the 11.8% UW fee and \$32,500 for scholarships and endowments. Amounts for utilities, heat and hydro have increased due to a greater number people in the buildings. The total for expenses was \$1.75M, with a resulting bank balance at month end of \$6.29M.

Forecast

At the end of November, the revenue of \$19.26M is down this year. With \$20.4M of expenses there is a resulting deficit of \$1.14M. The debt ratio at the end of November was 27%. There is much work to do to achieve the necessary 105% debt ratio minimum.

Statement of Operations

Year to date actual versus budget shows that revenue is down. Expenses of \$11.7M year to date are less than the \$12.4M budget amount.

The budget will be presented at the Board meeting in March. There has been a shift to the new Accountability Based budget model.

New VPAD Kristiina Montero

Wendy invited Kristiina Montero to share a few thoughts about her transition to Renison.

Hiring

It was confirmed that current hiring activity is for mission critical positions only including the VPAD position, a 1 year replacement contract for Marketing & Recruitment, the new Chaplain, who begins February 1, and a variety of Sessional contracts. Hiring for the KDE Hub, which is funded by the Public Health authority is ongoing for a number of positions.

Residence

Of the 135 resident students expected for the Winter term, 110 have arrived. Residence rooms continue as single occupancy only. The students are doing well. The Great Hall cafeteria is open with seating limited to one per table. Rapid tests are available for students who feel unwell.

Support for Student Life

Ways to support the well being of students continue to be a priority at Renison and Ryan Connell has given leadership in this area in a stellar way. The goal is to provide a safe and welcoming environment for students where they can grow, volunteer, and take on leadership roles. Renison has employed wrap around supports for students in addition to those offered by UW to ensure wholistic wellbeing. Ryan presented highlights of resources and supports for students in the Renison community.

Christmas Appeal- Cort

The Students First campaign was launched November 24 with the goal of raising \$400,000 for student bursaries and scholarships over the next 2 years. Almost 45% of the goal has already been achieved. Thank you to Manfred Conrad for his support and leadership in providing the campaign kick off donation of \$100,000. The second half of a campaign goal is always the hardest to achieve. A second challenge for the Board is to reach out to other potential connections with those who share our values. Names can be sent to Cort Egan. Pledges continue to be welcomed in any amount. The social media campaign has begun.

**MOVED by Manfred Conrad** to accept the President's Report; **SECONDED by Jason Blokhuis.** **CARRIED.**

**11. COMMITTEE UPDATES**

a) Governance Committee

No report.

b) Finance & Audit Committee- Ashton Romany

No report.

**12. GOVERNANCE POLICY OBSERVATION- Liz Vitek**

The policies appear to have been followed as obligated.

**13. OTHER BUSINESS**

None.

**14. IN-CAMERA SESSION**

**MOVED by Liz Vitek** to enter the in-camera session; **SECONDED by Ryan Connell.**

**CARRIED.**

**15. ADJOURNMENT**

**MOVED by Thomas Littlewood** to adjourn the meeting; **SECONDED by Ryan Connell.**

**CARRIED.**

**NEXT MEETING:** February 16, 2022 | 6:00 pm



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Joseph Olubobokun  
Secretary, Board of Governors