

**Minutes of the United College Board of Governors Meeting**  
**Thursday, April 13, 2023 | 7:00 – 8:30 p.m.**

ATTENDEES: John Abraham, Charlene Hone (non-voting), Tracey Ens, Stephanie Horsburgh, Michaëlle Jean, Linda Jussaume, Winnie Lam, Tracy Mann, Allison Matthews, Rick Myers, Laura Ross, Julia Salvini (Chair), Adam Schneider, Don Shilton, Banuja Sivarasah, Bill Watson  
REGRETS: Matt Jamieson, Uche Onuora, Tracy Primeau  
GUESTS: Artem Dolhyi, Antonina Rudakova, Vladyslav Shein, Mike Steinmann, Rebecca Wagner

1. Salvini welcomed everyone to the meeting.
2. **Motion to approve the agenda as presented. (Abraham/Horsburgh-Carried)**
3. Board members were asked to declare any conflicts of interest they might have in relation to the items on the agenda. None were declared.
4. Guest Presentation. Artem Dolhyi, Antonina Rudakova, and Vladyslav Shein spoke about their experience at United College. Students shared about their life in Ukraine, and board members praised students for their resilience and contribution to the College community.
5. **Motion to approve the minutes of the Board of Governors Meeting of February 16, 2023 as presented (Casello/Jussaume-Carried)**
6. Business Arising from February 16, 2023 Board of Governors Meeting – none.
7. Principal's Report.

Staffing update. There is no update on the INDG faculty hire at this time. We have hired for the Facilities Assistant position and are close to filling the vacancy in alumni relations.

Stanley Knowles. Jody Wilson-Raybould is this year's guest. The after-dinner conversation will be facilitated by Chancellor Michaëlle Jean. Jody's book will be available in advance for guests to read.

Connections program. Participating students will be registered in the Faculty of Arts, and we will be advertising the program to them as they select their courses. We will also promote the program to students who elect to live at United and Conrad Grebel. The program has the potential to be very successful and an extraordinary first-year experience.

8. Report of the Building & Property Committee.
  - a. Outdoor Facilities Proposal. The Proposal was based on information provided from the consultants that were preliminary estimates. We received the final report today, and it contained higher costs than anticipated. Therefore, the motion is amended to reflect

what we are financially able to do at this time. We anticipate another proposal in June for the second stage after consideration at the Building & Property Committee and Finance & Investment Committee. It is conceivable that costing will be different in several months, or we may decide to reduce the scope of the project.

**Motion to approve the general design in the Outdoor Facilities Proposal, with specific approval to proceed with the bike shed project and the 60<sup>th</sup> anniversary campaign this year. (Myers/Casello-Carried)**

9. Report of the Governance Committee.

- a. Policy Review Summary of Changes.

**Action: Staff to look into cleaning and masking policies to ensure that the practices reflected in A7 - Policy on Mandatory Vaccination for COVID-19 are reflected elsewhere.**

**Action: Staff to ensure that there is documentation for a pandemic plan.**

**Motion to approve changes to W3, W6, A7, B2, and B11 policies as presented. (Mann/Ens-Carried)**

- b. A8 – Corporate Credit Card Policy.

**Motion to approve A8 – Corporate Credit Card Policy as presented. (Mann/Myers-Carried)**

10. Report of the Finance & Investment Committee.

- a. Shilton presented the Investment Report. We have made a few changes to our portfolio and are now well aligned with industry standards for our sustainable investment strategy. Sustainability software allows us to identify opportunities that align with College values in addition to the function that allows us to filter out organizations that do not meet the set criteria.

- b. Steinmann presented the 2023-2024 Fees Proposal. We are currently well below market. The fees proposal aligns with regional rate increases.

Schneider declared a conflict of interest (as a grad building resident) and left the discussion.

**Motion to approve the 2023-2024 Fees Proposal as presented. (Abraham/Sivasah-Carried)**

- c. Sivasah presented the 2023-2024 Budget Proposal. We have assumed a return to pre-pandemic levels of conference revenue and guest room revenue. We have also assumed

strong occupancy offset partially by food inflation. A new department column has been added for Trading Post. With the uncertainty of Bill 124 we have budgeted for 3% salary increase, but we will follow UW's lead should we be required to stay at 1%. We have also proposed an increase to the regional living wage for GDI and Watsons staff.

The budget does not include the Outdoor Facilities Proposal.

**Motion to approve the 2023-2024 Budget Proposal as presented. (Sivarasah/Shilton-Carried)**

11. Report of the Executive Committee.

- a. Minutes from the Executive Committee meeting on February 2, 2023 were provided for information. Minutes from Executive Committee meetings will not be included going forward as it is not a requirement in the bylaws.

12. Other Business.

- a. The Student Union held elections at the end of March, and a new President was elected. Salvini thanked Ross for her contributions and for serving on the board during her term as interim Student Union President.
- b. Future meetings. We need to find a better solution for hybrid meetings going forward.

**Action: Share screen for financial documents and/or prepare summary presentation.**

**Action: Upgrade tech to improve audio quality.**

13. **Motion to move In-Camera with Board members. (Jussaume/Myers-Carried)**


Guests departed.

14. **The meeting adjourned at 8:30 p.m.**

**Notice of Motions Passed:  
Meeting of the Board of Governors on April 13, 2023**

1. **Motion to approve the agenda as presented. (Abraham/Horsburgh-Carried)**
2. **Motion to approve the minutes of the Board of Governors Meeting of February 16, 2023 as presented (Casello/Jussaume-Carried)**
3. **Motion to approve the general design in the Outdoor Facilities Proposal, with specific approval to proceed with the bike shed project and the 60<sup>th</sup> anniversary campaign this year. (Myers/Casello-Carried)**
4. **Motion to approve changes to W3, W6, A7, B2, and B11 policies as presented. (Mann/Ens-Carried)**
5. **Motion to approve A8 – Corporate Credit Card Policy as presented. (Mann/Myers-Carried)**
6. **Motion to approve the 2023-2024 Fees Proposal as presented. (Abraham/Sivasarah-Carried)**
7. **Motion to approve the 2023-2024 Budget Proposal as presented. (Sivasarah/Shilton-Carried)**
8. **Motion to move In-Camera with Board members. (Jussaume/Myers-Carried)**

Approved without amendments by the United College Board of Governors on June 15, 2023.

Signed,  Secretary of the Board Date: June 15/23

Signed,  Chair of the Board Date: June 15, 2023