

**AGENDA**  
**Board of Directors Meeting**  
January 26, 2017; 7:00 p.m.  
Welland Campus  
SAC Boardroom, SA208

**Chairperson:** Chris Williams

- |                             |       |
|-----------------------------|-------|
| 1. Declaration of Conflicts | 1 min |
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**Items for Approval**

- |   |        |
|---|--------|
| 2. Approval of Agenda                                       | 1 min  |
| 3. Approval of Motions                                      | 1 min  |
| 4. Approval of Previous Meeting Minutes – December 14, 2016 | 2 min  |
| 5. Bills & Income Statements – Karen Marasco                | 2 min  |
| 6. President Report – AliceMary Nakiwala                    | 10 min |
| 7. Verbal Campus Update – Fred Donkor/Ryan Huckla           | 5 min  |

**Action Items**

**Point of Interest Items**

- |  |       |
|--|-------|
| 8. Executive Director’s Report – Steve Kosh              | 5 min |
| 9. Elections Update – Steve Kosh                         | 5 min |
| 10. Student Emergency Food Bank Intake Form – Steve Kosh | 5 min |
| 11. Transit Update – AliceMary Nakiwala                  | 5 min |
| 12. CSA Update/February Conference – AliceMary Nakiwala  | 5 min |

**Items for Decision/Discussion**

- |                                    |        |
|------------------------------------|--------|
| 13. By-law Amendments – Steve Kosh | 15 min |
| 14. Agenda Items for Next Meeting  | 2 min  |
| 15. Next Meeting                   | 2 min  |

**Board of Directors Meeting**

January 26, 2017; 7:00 p.m.

Welland Campus

SAC Boardroom, SA208

Present: Steve Kosh Karen Marasco Chris Williams Adam Maiolo  
 Myra Pisano Jennifer Olm Alissa Trivieri AliceMary Nakiwala  
 Fred Donkor Jared Dawson-Klein Aman Arora Vineet Bhatia  
 Ryan Huckla Chelsea Mizzi Jennifer Siman Ryan Krafft  
 Matthew Davies Lesley Calvin

Absent: David Dominguez

Scribe: Heather Storey

This meeting was called to order at 7:01 p.m. and chaired by Chris Williams.

Action Items

<p><b>SAC 5.1</b></p>	<p><b>Declaration of Conflicts</b>                  The following conflicts were declared:                   None.</p>	
<p><b>SAC 5.2</b></p>	<p><b>Items for Approval</b>  <b>Approval of Agenda</b>   <b>Motion made to approve the agenda for the January 26, 2017 Board of Directors meeting as submitted.</b>                   Motioned by: Fred Donkor                  Seconded by: Ryan Krafft                   All in Favour, Carried.</p>	
<p><b>SAC 5.3</b></p>	<p><b>Items for Approval</b>  <b>Approval of Motions</b>   <b>Motion made to approve the prepared motions for the January 26, 2017 Board of Directors meeting as amended.</b>                   Motioned by: Chelsea Mizzi                  Seconded by: Jared Dawson-Klein                   Discussion: Motion 5.14 has been amended to read: Motion made to approve the revisions to the NCSAC By-Laws which will take effect May 1<sup>st</sup>, 2017 as a result of the approval of the Constitutional changes by the membership at the Annual General Meeting.                   All in Favour, Carried.</p>	
<p><b>SAC 5.4</b></p>	<p><b>Items for Approval</b>  <b>Approval of Previous Meeting Minutes – December 14, 2016</b>   <b>Motion made to approve the minutes from the December 14, 2016 meeting as submitted.</b>                   Motioned by: Vineet Bhatia                  Seconded by: Fred Donkor                   All in Favour, Carried.</p>	
<p><b>SAC 5.5</b></p>	<p><b>Items for Approval</b>  <b>Bills &amp; Income Statements</b></p>	

	<p><b>Motion made to accept the Bills and Income Statements as submitted.</b></p> <p>Motioned by: Jennifer Siman Seconded by: Ryan Krafft</p> <p>All in Favour, Carried.</p>	
<b>SAC 5.6</b>	<p><b>Items for Approval</b> <b>President Report – AliceMary Nakiwala</b></p> <p>The President’s Report was sent to the Board at an earlier date for them to review. AliceMary Nakiwala attended many activities and meetings she has participated in over the past few months.</p> <p><b>Motion made to accept the President’s Report as submitted.</b></p> <p>Motioned by: Fred Donkor Seconded by: Ryan Krafft</p> <p>Discussion: The presidential report had a few grammatical errors and will be corrected.</p> <p>All in Favour, Carried.</p>	
<b>SAC 5.7</b>	<p><b>Items for Approval</b> <b>Verbal Campus Update – Fred Donkor/Ryan Huckla</b></p> <p><b>Fred Donkor, Niagara-on-the-Lake Campus</b> This semester has been very busy for the Niagara-on-the-Lake Campus. The January Orientation was a success with lots of students asking questions followed by the January Retreat in Port Colborne. During Frosh week, Niagara-on-the-Lake hosted the popular Karaoke event which was a big success. Both the breakfast program and the Food Bank is now open to all students. The Rise and Shine breakfast program is continuing to grow with around 75 in attendance. The Club Fair will be held on February 7, 2017 in the Student Commons room and the Annual General Meeting took place on January 19, 2017.</p> <p><b>Ryan Huckla, Welland Campus</b> After the winter break, the Welland Campus hosted the Tony Lee event with upcoming events still to come. Ryan is working to fill the Director of Social Programming position. The hiring process has been going very well, as three applicants have applied for the position. Interviews will begin on Monday.</p>	
<b>SAC 5.8</b>	<p><b>Point of Interest Item</b> <b>Executive Director’s Report – Steve Kosh</b></p> <p>The Executive Director’s Report was sent to the Board at an earlier date for them to review. Steve Kosh explained to the board that he will be submitting an Executive Director’s Report on a monthly basis that will include the Manager’s Reports.</p>	
<b>SAC 5.9</b>	<p><b>Point of Interest Items</b> <b>Elections Update – Steve Kosh</b></p> <p>Election Kits are now available to pick-up in the SAC Office and will be due by 4 p.m. on Wednesday February 1, 2017. This year NCSAC sent out a ‘call to action’ for students to pick up an Election Kit for 2017-2018 which has prompted 15 students to request Election Kits on-line. In an effort to track how many packages have been picked up and returned, the Receptionists have been keeping an excel file updated; we’ve also asked for the applicant’s e-mail addresses so that NCSAC can contact them and/or offer any support, encouragement, or updates to the applicants during the Election process. The voting website, ncvotes.ca is available online for all students and is the main hub for voting online, as well providing all the candidates information. At the moment, a total of 30 elections kits have been picked up.</p>	
<b>SAC 5.10</b>	<p><b>Point of Interest Items</b> <b>Student Emergency Food Bank Intake Form - Steve Kosh</b></p> <p>Currently the Student Emergency Food Bank is being over utilized by students. The requests to access the food bank are overwhelming and our food supply is depleting quickly. In an effort to ensure that the</p>	

	<p>students who are using the food bank are truly in need, NCSAC has created a 'Student Emergency Food Intake Form' that students will need to fill out and bring to the NCSAC office. This form asks student if they are an International student, if they are, they are required to meet with an International Student Advisor to discuss their situation. The advisor will then assess their needs and if they believe the student is in need, they will sign the form, which will then be returned to the NCSAC office. The NCSAC office will have pre-made bags available, so when a student comes in with their Student Emergency Food Intake Form, there are bags already prepared.</p>	
<b>SAC 5.11</b>	<p><b>Point of Interest Items</b>  <b>Transit Update – AliceMary Nakiwala</b></p> <p>AliceMary and Steve have been working with the College and have had several transit meetings to discuss the challenges that NCSAC is currently facing in regards to Transit. AliceMary, Steve and Heather were invited to attend the Niagara College Senior Executive Retreat to make a presentation in regards to Transit and the current deficit that NCSAC has. The presentation explained that Summer Service is what is causing NCSAC to be over budget. In the original Referendum that was passed in 2007, the U-Pass was only an 8-month pass and did not include the Summer. By April 30, 2017 NCSAC will make a decision whether or not to continue to offer Summer Service in 2018.</p> <p>Since returning from the Winter Break, there have been an influx of complaints filed by students regarding the transit schedules, mostly travelling to/from Niagara Falls/Welland Campus. Although NCSAC did add an additional two routes in the morning, and three additional routes in the evening, students were still filing complaints (Niagara College split the cost with NCSAC for adding additional routes). In order to address the complaints that Niagara College students have, Steve and AliceMary created an Open Letter that was published on the NCSAC website, as well as our social media platforms. The Open Letter was designed to acknowledge student concerns, explain why some 'easy fixes' aren't feasible, and to share the deficit with the students of Niagara College. So far, we have received positive feedback from students.</p>	
<b>SAC 5.12</b>	<p><b>Items for Decision/Discussion</b>  <b>CSA Update/CSA February Conference – AliceMary Nakiwala</b></p> <p><b>CSA February Conference</b>  NCSAC is hosting the CSA February Conference. Karen and AliceMary looked over the budget and there is enough to pay the delegation fee for all NCSAC Directors to attend the conference. AJ Adams, CSA Programs and Events Manager, will be planning the Conference.</p> <p><b>CSA Budget Revisions</b>  Fred attended a draft budget meeting for CSA. In previous years CSA would provide swag for the Yellow Umbrella Project, this past year CSA will give a \$150 credit to fund the project. For next year's budget, CSA is looking to eliminate the funding for the Yellow Umbrella Project and reallocate that money to a different budget. This budget will be approved at the CSA May Conference. Karen stated that NCSAC has still not received the \$150.00 for YUP from CSA or the Food Bank Points money. AliceMary will follow-up with CSA.</p>	
<b>SAC 5.13</b>	<p><b>Items for Decision/Discussion</b>  <b>Bylaw Amendments – Steve Kosh</b></p> <p>The Constitution and Bylaw Committee has met several times regarding the NCSAC Bylaws and have made several recommendations.</p> <p><b>Motion made to approve the revisions to the NCSAC By-Laws which will take effect May 1<sup>st</sup>, 2017 as a result of the approval of the Constitutional changes by the membership at the Annual General Meeting.</b></p> <p>Motioned by: Ryan Huckla  Secoded by: Jennifer Siman</p> <p>Discussion: Karen explained if an Executive Committee Board of Governors Representative is no longer able to fulfill the role, a NCSAC member will be required to fill the position. This is included in the job</p>	

	description for all Executive Committee members.  All in Favour, Carried.	
<b>SAC 5.14</b>	<b>Items for Decision/Discussion</b> <b>Agenda Items for Next Meeting</b> <ul style="list-style-type: none"> <li>• Budgets – Steve Kosh</li> <li>• Global Pub Night – Vineet Bhatia</li> <li>• Student Life App Contract Renewal – Adam Maiolo</li> <li>• Global Expansion for Poster Boards – Adam Maiolo</li> </ul>	
<b>SAC 5.15</b>	<b>Items for Decision/Discussion</b> <b>Next Meeting</b>  The next meeting is to be held on February 23, 2017 at the Niagara-on-the-Lake campus at 7:00 p.m. Room: W212.	

There being no other business, the meeting was adjourned at 7:39 p.m.

Approved:

AliceMary Nakiwala  
President