

# SA BOARD OF DIRECTORS Annual General MEETING

DATE: Thursday, March 31, 2022 TIME: 1:00 pm

Annual General MEETING

LOCATION: St. Lawrence College Event Venue

## Attendance

### SA Board of Directors

Board Chair:	Benjamin Prager
Board Secretary:	Bryan Hearn
Director:	Kalli McLaughlin
Director:	Zac Perrett
Director:	Sarvan Ram Dharmshot
Director:	Drishti Trehan (Arrived late)
Board Scribe:	Shohayb Heddokheel



### SA Staff

Executive Director:	Beth Insley
President:	Terry McGinn
Mgr. of Accounting & Admin:	Brian Foley
Mgr. of Student Engagement:	Shannon Godin
Office Coordinator:	Aly McCaughen
Human Resources Coordinator:	Dan Pelletier
SA Voice Manager	Ucheoma Euna Udoha

### Guests

Office of Student Athletics	Kiley Valentino
Special Honorarium Recipient:	Rasheed Mohammed
Special Honorarium Recipient:	Jacob Cooper
Board Member-Elect:	Daksh Bhavsar
Other Unnamed Students in-person and online	

### Regrets

Board Treasurer:	Henry Dollar
Board Member-Elect:	Sanjana Parameswaran
Special Honorarium Recipient:	Kathleen Spivey
Special Honorarium Recipient:	Paige Beaty

STUDENT ASSOCIATION OF ST. LAWRENCE COLLEGE (KINGSTON CAMPUS)  
YOUR STUDENT GOVERNMENT AT WORK

## 1. Call to Order and Land Acknowledgement

1:06 PM

### a. Quorum Call

- Benjamin started the SASLCK Board of Directors Annual General Meeting (AGM) with a First Nations Land Acknowledgement, that SLC is situated on the traditional Lands of the Anishinaabe and Haudenosaunee Peoples. We are grateful to live and learn on this land.

\*Prior to the Quorum Call Ben talked about how attendees can use QR codes to vote, where there will be a QR code for each vote or motion, and that some time will be allotted to voting\*

\*Though vote numbers were not provided for the writing of the minutes, we will attribute five votes on top of the number of directors present for each vote\*

## 2. Declaration of Conflict of Interest

1:07 PM

N/A

## 3. Motion to Approve Agenda

1:07 PM

**Be it resolved that the membership of the SASLCK Board of Directors approve the Meeting Agenda as presented.**

Motioned by Ben

1<sup>st</sup> by Sarvan

2<sup>nd</sup> by Zac

***All in favour (10/10)***

## 4. Motion to Approve Minutes of Last Meeting

1:10 PM

**Be it resolved that the membership of the SASLCK Board of Directors approve the Meeting Minutes of April 15th, 2021 AGM.**

Motioned by Ben

1<sup>st</sup> by Bryan

2<sup>nd</sup> by Sarvan

***All in favour (10/10)***

## 6. Items for Discussion

1:12 PM

### **President's Report – Terry – 1:12 PM**

- Terry starts by explaining that a big part of being President (of the SASLC) is representing student voices and communities.
- Some of the things that Terry has taken part of as President are:
  - Attending about 100 meetings (sometimes alongside Directors) on a wide range of meetings such as Fee Protocol, non-tuition fees, and meetings to develop and implement equity and diversity.
  - Attended academic counselling for policies that impact students, student engagement network committees by providing new pathways for incoming students to help them settle and engage.
  - The Student Engagement network brings students across colleges to collaborate and share best practices for programs for all students.
    - In the fall, they did 37 classroom visits to welcome new students.
    - In January, they did 9 more visits. This seems to help with engaging students and helps new students know of the SA (Student Association), what they do and why they do it.
- Student life events are important as well.
  - The (school) year was started off year with orientation which was a highlight since it was in-person for first time in a few years.
  - It was great to invite students back after long break and set up many tables to connect with

students.

- It was an opportunity to share information about services available at the college.
- The SA provided fun swag, refreshments, and lunch.
  - There were engagement activities like volleyball, giant Jenga, and Connect 4.
  - There was a draw for a smart tv as well.
- Being able to have students back on campus starts for orientation started the semester on a high note.
- Orientation was followed with an American Sign Language workshop, the first of four (SA) Town Halls, and Dirty Bingo which started in September.
- They did a week-long 50<sup>th</sup> anniversary giveaway with survey giveaways based around college info so the SA could learn what students want to see and have something for them to act on.
- In October, they started coffee day quiz and a 50<sup>th</sup> day anniversary giveaway wrapped up.
- They started Wellness Wednesdays for yoga done twice a month on Instagram.
- There was also Fall Fest, with pumpkin painting, picking apples, and hot apple cider. Another great day for all.
- They did a pop-up thrift shop with donations from faculty and staff to thrift them back to students to extend a dollar for students who need new clothes.
- In November they did online, and in-person events partnered with the International Office to celebrate Diwali.
  - There was a winter gear collection to help international students climatize to Canadian winters.
- There was a residence night collaborated with the Residence Life Coordinator to do stuff in the (St. Larry's) Pub.
- They used the pub for things in clubs like holding events for the Mature Student Network and the SLC Alliance. There was also more Dirty Bingo and movie nights.
- In December, they did holidays around the world to see different ways people celebrate festivities.
- There was a virtual orientation in January for students with a MacBook giveaway to get feedback on (the) fall events and insights for the winter semester.
- In February there were coffee, donut, pizza, and subway giveaways.
  - There was a virtual guest speaker at beginning of this month for resilience.
- There was another town hall in March for the year - first time done in Instagram live and there was good student engagement.
  - There was Pi Day with actual pies. They took 40 students to Maple Madness to have students learn about maple syrup and its growth to provide an outside college experience.
- Terry reflected on Shannon (Godin, Manager of Student Engagement) and her team doing a great job with social media engagement – 91 social media posts on the platform, 550+ stories on Instagram, and created a Tik-Tok account.
  - They used it to run contests and raise awareness of events and grew social media followship by 1,500 (followers).
  - There have been new clubs like the Mature Student Network and the SLC Alliance but also many more like the Power Lifter and Wind Turbine clubs – it's been great to see that activity, and the SA hopes to see more of that during upcoming year.
  - Shannon did some appreciation packages for members of clubs who were engaged and participating for the end of the year.
  - For social media they've collected more feedback and communicate out via a weekly newsletter via inbox for great new things happening on campus, information about the SA's services, and tips and tricks for successes and variety of content and tried to collect feedback from students.
- Terry is looking forward to developing more content for newsletters - lots of positive feedback from

newsletter.

- Terry hopes to get more student content creators for it.
- There is also a student run podcast (SA Voice), Uche (Euna Udoha) who is the podcast manager, who has a team of hosts to produce the podcast with students to go out into the college and interview people and get a deeper insight and provide the process of things like Financial Aid and how the International Office work.
  - The podcast volunteers did 24 episodes this year with 12 students and 11 faculty members over the year as guests.
  - They got 500 new subscribers on SoundCloud and did well on YouTube. It is important to recognize those pieces.
- It has been a great year and the team has done a lot and taken more than usual and expanded on offerings. It's heartening to be able and see the success of all the things to let the stuff happen.

***\*Drishti arrived during the above section***

### **Executive Director's Report – Beth – 1:25PM**

- Beth welcomed everyone to the AGM and thanked them.
- Beth has been with the SA for 7 years and has been working (here) since graduating. She started the role not understanding what the job will be.
  - Over the years, it has developed into something special - working with students and watching them grow and graduate.
  - Beth's role is to oversee everything - she takes care of the day-to-day and makes sure everyone is trained and ready to go - have a budget.
  - Beth's role is to also support Terry and all the student staff to provide support, so they get things done.
- Beth will do an overview and step aside for a board report.
  - We were back on campus this year and there was a mix of online and in person.
  - There was continued funding for the emergency funding, snacks, and clubs programs (continued online and in person).
  - A big benefit of online work was that they were forced to integrate online aspects to benefit students.
  - The SA hired for over 12 student positions, operated all of the spaces, and took take of Muis Lounge and Davies Hall, games room, etc.
    - New games, furniture, and systems were added to the lounges.
  - The front desk staff were available for student questions, helped with locker rentals, events, and spaces.
  - The SA welcomed tons of students into the space through the year and they were one of the only services constantly operational.
  - Lockers were rented by on-campus students, and they also offered grad photos for SLC students.
- The SA secured a Kingston transit bus pass rate for this year – but they did have a universal bus-pass pre-pandemic. Beth let attendees know they can scan a QR code to provide feedback
  - We used to have a universal bus-pass, but the SA pulled back during the pandemic and the city cancelled the plan – but they sold over 1,000 passes and secured a great rate.
  - The universal bus pass lets students have bus pass for 12 months at discounted rate (from September-August).
  - It's at a discounted rate but the program requires a mandatory fee all students pay.

- Previously, the secured rate was only attainable because everyone would pay for it.
- Beth would like to know if students want to do it again and scan the QR code and fill out the survey to decide.
  - Students can also come into the SA to fill out a survey.
- The food pantry was really busy this year, handled by Chris (Moreland, Coordinator of Services and Operations), and stocked and packed by the front desk. Chris did most of the day-to-day shopping and procuring of the food.
  - We continue to see food insecurity as huge issue for students on campus and in general – nationally.
  - The SA started new program for food pantry, starting snack program to look deeper into the needs of the student requesting help.
    - It allowed for the SA to better understand if it was a dollar, access, or knowledge problem.
    - We took the info to tailor the program better and will change it as required.
- The SA ran a holiday meal program, started a few years ago, and helped over 60 students.
  - The food pantry runs on fees but also from generous donations from the community.
  - The meal program takes a percent of the fee collected but it relies the on SLC community to provide donations.
- The student health insurance program is run and managed by the SA, and they added a mental health application available to all domestic students.
  - The health insurance plan for students is run by the International Office is a different program.
  - Beth thanked “Wespeakstudent” for their support in helping with the mental health program.
- The community support program helped over 50 students with emergency funding.
  - Most students come to us after going through traumatic, parental job loss, or maybe they’re unable to work.
- The SA also carved out a small portion for Russian and Ukrainian students, helping 16-17 students with multiple requests.
  - The SA will continue to do this and provide a plea to the board who will keep helping.
  - Emergency funding is there for students with no other options and is there to help them.
- We opened the Pub in the fall but had to close it due to environmental issues and a lack of traffic (related to COVID).
  - Opening and closing was hard, but we’re excited to open doors in Fall 2022 so keep your eyes on (our) social media.
- This year was the 50<sup>th</sup> anniversary and the SA still have some plans for summer 2022 for staff and students.
  - Beth wants to thank the people who came before us since it was built by them who thought it was important to have a student voice and their interest is the reason why we have it. Its important work and should continue.
- Beth thanked the SA managers for their work in these most challenging times.
- Beth thanks the staff for balancing work life staff and giving back to school and their commitment. To board of directors, it hasn’t been ideal, but they remained steadfast and thanked them to their support of students.
  - Their leadership is inspiring.
- Beth welcomed new students and is excited to meet them and is excited to work with them and hopes they have a good work experience.
- Beth has high hopes for the year thanks everyone for their attendance.

### **Board of Director's Report – Chair – 1:35PM**

- Ben started by noting that the persistence of pandemic has continued to bring challenges and directors expressed perseverance to continue.
- Through course of fiscal year, the SA had twelve board meetings, ten St. Larry's pub meetings, and over twenty-five committee meetings.
- In January they made the difficult decision to close the St. Larry's pub. Changes around to operations and covid restrictions made the pub non-financially viable.
  - With anticipation they are excited to open St. Larry's pub in Fall 2022.
- The investment policy has been changed – they've allocated to dollars to higher interest return funds in hopes to better equip the SA for long-term student expenditures.
- The SA recruited three new directors in a by-election in the fall of 2021 and another election thing spring for another four new directors.
- The SA has directed funds for student housing and support to help those living off campus life.
- Ben thanks all those in attendance and is excited to see all of the things the new board will do.

### **7. Items for Discussion**

**1:38 PM**

#### **BOD 2022-2023 New – Chair – 1:38 PM**

- The SA is bringing on four new directors who were recruited this year.

**Be it resolved that the membership of the SASLCK Board of Directors approve the following four students (Zac Perrett, Sarvan Ram Dharmshot, Daksh Bhavsar, and Sanjana Parameswaran) to the Board of Directors of the Student Association of St. Lawrence College-Kingston, period which begins March 31st, 2022 until March 31st, 2023 or until the next AGM.**

Motioned by Ben

1<sup>st</sup> by Kalli

2<sup>nd</sup> by Drishti

***All in favour (11/11)***

***\*Several minutes were allotted for voting\****

#### **BOD 2022-2023 Extensions – Chair – 1:38 PM**

- Every year the board is authorized to elect two returning members who can return and not run elections. This year two (directors) were nominated, this requires a motion.

**Be it resolved that the membership of the SASLCK Board of Directors approves extending the term of office for Directors (Bryan Hearn and Kalli McLaughlin) for the 2022-2023 term as per bylaw 4.2.1.**

Motioned by Ben

1<sup>st</sup> by Sarvan

2<sup>nd</sup> by Drishti

***All in favour (11/11)***

#### **President Contract – Chair – 1:43 PM**

- Terry was the President and as she excelled in her role the SA board of directors is extending her contract.

**Be it resolved that the membership of the SASLCK Board of Directors approve Terry McGinn as President of the Student Association of St. Lawrence College - Kingston, period which begins April 1st, 2022, and runs**

until March 31st, 2023, or until the next AGM.

Motioned by Ben

1<sup>st</sup> by Kalli

2<sup>nd</sup> by Sarvan

***All in favour (11/11)***

## **8. Committees and Other business**

**1:45 PM**

### **Honorarium Recipients – Chair – 1:45 PM**

- Every year the SA accepts student nominations from peers and faculty for academics, newsmakers, community, culture, and arts.
- There are two winners here tonight - Jacob Cooper for community involvement for Rasheed Mohammed for newsmakers. Ben presented their plaques to them.
- The other winners couldn't joint them, so Ben took a moment to recognize Paige Beaty for academics and Kathleen Spivey for arts and culture.
- Beth wanted to take a moment for departing members for the board to commemorate their hard work this year.
- Beth presented a plaque to Ben. Ben was the Chair of the Board, and it was his 2<sup>nd</sup> cycle.
  - The Chair is an important role since they take on a lot to keep the SA Board going.
  - Beth thanked Ben for his hard work this year.
- Beth presented a plaque to Drishti.
  - She joined later on in the year but was a phenomenal director.
  - She came in knowing what to do and had the ability to serve on governance.
  - She was easy to work with and listens to everyone.
- Beth awarded a plaque to Henry (who unfortunately was not present).
  - It was his 2<sup>nd</sup> term, and he had a role to challenge other people.
  - It's important to have people who can dig into other aspects of the decision-making process.
  - He had a good role to help all students.
  - Henry was great to rely on in that way and she appreciated how Henry spoke his mind.

### **Open Floor – Chair – 1:50 PM**

- Ben opened the floor to feedback and indicated that this is the appropriate time.
- Beth asked what the hardest part about this year was.
  - Ben replied that it was navigating in-person and virtual components. The needs of students now are more diverse than ever - some might not even be in Kingston to access resources here, and trying to navigate their needs, addressing them it was very challenging.
- Terry asked what's a piece of advice you have for new members.
  - Ben replied, encouraging asking questions. It's not embarrassing to not know something, it's more embarrassing after 10 months to be afraid to ask.
    - Academic and professional growth is encouraged so if you're willing to ask questions you'll be enabled.
- Daksh asked if upcoming meetings will be in person or virtual.
  - Ben replied it was good question but haven't discussed specifically.
    - It's been a hybrid system and will likely stay that way until everything's in person again.
    - It's good for the accessibility point and considers one's living situation.
    - Ben will provide feedback to the executive team and new board to figure it out.

## **9. Next Meeting**

**1:45 PM**

TBD

## 10. Adjournment

1:54 PM

**Be it resolved that the membership of the SASLCK Board of Directors adjourn this Meeting.**

Motioned by Ben

1<sup>st</sup> by Bryan

2<sup>nd</sup> by Zac

***All in favour (11/11)***

## 11. Addendum – Instagram Questions

1:31 PM

- s.h.a.s.h.a.n.k\_drift.king asked, “Is this the pre-departure webinar?”
  - Shannon replied, “This is the Annual General Report presented by the Student Association and the Board of Directors!
  - Shannon added, “It is a review of the events, services, clubs, funding, and many other initiatives that the SA and BOD have been busy focusing on this academic year