

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, June 23, 2021

Attendance: Scarlatti, Dunbar, Pandey, Chirino, Lennox, Wilson, Warren

Acknowledgment of Traditional Territory

North Island Students' Union is honoured to acknowledge territories of the combined 35 First Nations; Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish peoples, on whose unceded lands we learn, live and play

CALL TO ORDER - 4:34

1. ADOPTION OF AGENDA

The Board will adopt the agenda.

21/06/23: N01 MOTION

(Scarlatti/Dunbar) - Carried

Be it resolved, that the agenda be adopted, as presented.

2. NEW BUSINESS

Whereas, as per bylaw VII section 4, the Board did receive a leave of absence request, from the External Relations Director, via the workplace communication tool, Slack on June 21, 2021. Therefore;

21/06/23: N02 Motion

(Dunbar/Scarlatti) - Carried

Be it resolved, the decision to grant Liam McIlvenna a Leave of Absence until September 8, 2021 be ratified.

Whereas, as per bylaw XII section 2 f, the Board must adopt a term based schedule of planned meetings

21/06/23: N03 Motion

(Scarlatti/Pandey) - Carried

Be it resolved, meetings of the Board of Directors shall be:

July 28, 2021

August 25

September 22

October 20

November 17

December 15

January 19, 2022

February 16

March 16

April 13

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, June 23, 2021

Whereas, as per best practices as laid out in bylaw XII section 2 f, the Board shall adopt a term based schedule of planned Committee of the Whole meetings;

21/06/23: N04 Motion
(Pandey/Scarlatti) - Carried

Be it resolved, meetings of the Committee of the Whole shall be:

*July 14, 2021
August 11
September 8
October 6
November 3
December 1
January 5, 2022
February 2
March 2
April 6*

Whereas, the British Columbia Federation of Students has provided notice for the 80th semi-annual general meeting, July 15 - 17, 2021.

21/06/23: N05 MOTION
(Pandey/Scarlatti) - Carried
*Be it resolved, the following delegates attend:
Christopher Scarlatti, registered voter
Hayley Dunbar
Akriti Pandey
Emma Warren
Carissa Wilson*

Whereas, as per bylaw XII section 4, the Board must select a Federation Executive Representative. This decision was made through the workplace communication tool, on June 16, 2021.

21/06/23: N06 Motion
(Pandey/ Dunbar) - Carried
Be it resolved, Christopher Scarlatti be ratified as 2021-2022 Federation Executive Representative.

Whereas, as per bylaw XII section 3, the Board must select members to hold Chairperson & Co-Chairperson positions

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, June 23, 2021

21/06/23: N07 Motion

(Pandey/Dunbar) - Carried

Be it resolved, Hayley Dunbar be ratified as 2021-2022 Chairperson & Christopher Scarlatti as Co- Chairperson.

Whereas, annually the Students' Union purchases membership development tools, commonly referred to as swag, through the Federation, with Fairware, a Vancouver based ethical purchasing team.

21/06/23: N08 Motion

(Scarlatti/Dunbar) - Carried

Be it resolved, the Students' Union order of \$5513 worth of items, agreed upon in Slack June 19, 2021, with preference for non-plastic items, be ratified

Whereas, the laptop Executive Director Wilson is using was purchased in 2018 with an employment contract whereas 3/4s was personal use, 1/4 Students' Union use and is a 2015 refurbished MacBook Pro. This computer has seen heavy use especially this last pandemic year, hosting video meetings while presenting and managing Slack and other communications. This laptop is near end of service with evidence the soldered in onboard graphics card is destabilising. This is evidenced by regular 'crashing' during meetings, when the device gets warm. With the commitment to Apple products, the most useful, up to date device available is an iPad Pro, 12.9".

21/06/23: N09 Motion

(Scarlatti/ Dunbar) - Carried

Be it resolved, up to \$4000 be made available to procure an iPad Pro with external keyboard, USB-C AV adaptor to support a second display and Apple Care.

Whereas, the Students' Union has several annual & monthly subscriptions, makes online purchases and has general business needs

21/06/23: N10 Motion

(Scarlatti/Pandey) - Carried

Be it resolved, North Island Students' Union seeks a MasterCard with Island Savings, with a credit limit no higher than \$5000

Whereas, the Students' Union signing authorities be updated to current Directors and staffing,

21/06/23: N11 Motion

(Pandey/Dunbar) - Carried

Be it resolved, the following Directors and staff be authorised to sign for North Island Students' Union, in financial and legal matters

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, June 23, 2021
Deanna Doucette, Internal Relations Director
Hayley Dunbar, Services Director
Emma Warren, Organiser - Services
Carissa Wilson, Executive Director

Whereas, the Students' Union has for the last 10 months made donations of \$50 per month to food banks in each of the 4 communities our campuses are situated, these donations ended April 2021.

21/06/23: N12 Motion

(Dunbar/Scarlati) - Carried

Be it resolved, North Island Students' Union donates \$50 each per month to food banks in Campbell River, K'ómoks Valley, Mixalakwila, and Port Alberni until May 2022. Be it further resolved, the Union develop relationships with community food banks and encourage members to both access services where needed and volunteer or contribute where able.

Whereas, the Students' Union has moved away from providing on campus food banks,

21/06/23: N13 Motion

(Pandey/Scarlati) - Carried

Be it resolved, North Island Students' Union donates \$200 per month total on gift cards to use at grocery stores in Campbell River, K'ómoks Valley, Mixalakwila, and Port Alberni. These may be shared with NIC staff to distribute to members, with anonymous reporting.

Whereas, the Students' Union has moved away from providing on campus food banks,

21/06/23: N14 Motion

(Dunbar/Scarlati) - Carried

Be it resolved, North Island Students' Union spends \$200 per month total on granola bars & apples or oranges for the offices of Campbell River, K'ómoks Valley, Mixalakwila, and Port Alberni. These may be shared with NIC staff to distribute to members, with anonymous, informal reporting.

Whereas, the ongoing work of supporting menstrual equity is such that funds previously spent on organic, disposable products should now fall to the institution, just as spending on toilet paper falls to the institution. Whereas to increase access to quality, reusable products, the Students' Union should bulk purchase reusable menstrual cups & pads and sell for cost recovery in Union offices.

21/06/23: N15 Motion

(Scarlati/Dunbar) - Carried

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, June 23, 2021

Be it resolved, North Island Students' Union investigates local first purchasing and ethical sourcing of reusable menstrual products for cost-recovery sales in Union offices.

3. REPORTS

4.1 Report from Committees

- Board of Governors - Introduced new strategic organizational plan is available on website, Structure changes more in line with strategic plan for the college, lower deficit
- Education Council - 2 policies, 3-33 & 3-35,
- Planning and Standards - 2 policies, 3-33 & 3-35, no June meeting
- Report from Federation Rep - Had Exec meeting last weekend, went over financial statements and plan for in person events with the BCFS in the fall and winter, Knock out Interest & Period Promise & reports from other campuses

4.2 Reports from Staff

- Rebecca Lennox - Attended Academic Integrity symposium- highlighted how students' union can have a role to play in supporting & educating students, period promise presentation to Dr. Lisa
- Emma Warren - H&D Material, updating our campus app
- Carissa Wilson - Preparing the Board, organising and planning for the next 100 days and start back for fall, period promise presentation to Dr. Lisa Domae

4. OTHER BUSINESS

Exec Director Wilson & Director Scarlatti met with Andrew Mercier - Parliamentary Secretary for Skills Training, in an engagement meeting with BC Federation of Students, regarding the return to compulsory trades - They have a survey which we engage with members to fill out on campuses.

5. ADJOURNMENT 5:59

Next meeting of the Board, July 28

Signed:

Emma Warren

Emma Warren
Organiser, Services
June 29, 2021

Carissa Wilson

Carissa Wilson
Executive Director
June 29, 2021

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **July 28, 2021**

Attendance: Doucette, Dunbar, Pandey, Scarlatti, Warren, Wilson

CALL TO ORDER - 4:31

Acknowledgment of Traditional Territory

North Island Students' Union is honoured to acknowledge territories of 35 First Nations; Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish nations, on whose unceded lands we learn, live and play.

1. ADOPTION OF AGENDA

The Board will adopt the agenda.

21/07/28: N01 MOTION

(Pandey/ Scarlatti) - Carried

Be it resolved, that the agenda be adopted, as presented.

2. ADOPTION OF MINUTES FROM PREVIOUS MEETING

The Board will adopt minutes from previous meeting

21/07/28:: N02 MOTION

(Scarlatti/ Pandey) - Carried

Be it resolved, that minutes from the June 23, 2021 meeting be accepted as presented.

3. NEW BUSINESS

Whereas, as per bylaw VI section 5.b Union Representatives may appoint portfolio positions to those Union Representatives who self-identify in an equity group. This decision was made at the Committee of the Whole meeting, July 22, 2021.

21/07/28: N03 MOTION

(Doucette/Pandey) - Carried

Be it resolved, Christopher Scarlatti be appointed as the 2021-2022 Indigenous Students' Representative

Whereas, NIC has awarded a CARE grant for an industrial popcorn machine, bookable by the campus community. Whereas the machine and transport is \$2380, the grant awarded was \$1500. The campus community has been asked to share a portion of the cost, which includes Student Services, Human Resources, Purchasing Print & Retail Services and NISU.

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **July 28, 2021**

21/07/28: N04 MOTION

(Scarlatti/Pandey) - Carried

Be it resolved, North Island Students' Union contribute \$220 towards the purchase of the popcorn machine in support of use at Students' Union events.

Whereas, NIC is applying for a Bell Let's Talk Grant of \$100,000, over a two year project to implement a peer mentorship/connector program with consultation from NISU. Whereas, in the proposal, support from the campus community is seen to support the veracity of the project,

21/07/28: N05 MOTION

(Pandey/Scarlatti) - Carried

Be it resolved, North Island Students' Union commit \$1200, over two years, to support the Bell Let's Talk Grant. In the event the institution is not awarded the grant, these funds would not be disbursed.

4. REPORTS

4.1 Report from Committees

- Board of Governors - Nothing to report
- Education Council - Nothing to report
- Planning and Standards - Nothing to report
- Report from Federation Rep - Discussed budget and SAGM planning

4.2 Reports from Staff

- Emma Warren - Deals App, H&D material
- Carissa Wilson - All staff to return back in August, Strat planning for upcoming year, Swag already rolling in :)

5. OTHER BUSINESS

- Committee of the Whole, August 11
- Peer Led Event, August 11 - Akriti, Christopher, Deanna, Jess? Hayley?
- Fall strategic planning - In progress, more to follow in August when the full staff are back. Looking at a NISU event for 2nd week of Sept, 1 digital event same time every month, as well as 1 on campus event
- NISU Friday, September 10th- Afternoon team building, time TBC

6. ADJOURNMENT - 5:07

Next meeting of the Board will be August 25, 2021

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, August 25, 2021

Attendance: Doucette, Dunbar, Scarlatti, Pandey, Lennox, Waddell, Warren, Wilson

CALL TO ORDER - 4:30

Acknowledgment of Traditional Territory

North Island Students' Union is honoured to acknowledge territories of 35 distinct First Nations; Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish nations, on whose unceded lands we learn, live and play.

1. ADOPTION OF AGENDA

The Board will adopt the agenda.

21/08/25/: N01 MOTION

(Doucette/Scarlatti) - Carried

Be it resolved, that the agenda be adopted, as presented.

2. ADOPTION OF MINUTES FROM PREVIOUS MEETING

The Board will adopt minutes from previous meeting

21/08/25: N02 MOTION

(Pandey/Scarlatti) - Carried

Be it resolved, that minutes from the July 28, 2021 meeting be accepted as presented.

3. NEW BUSINESS

Whereas, as per Bylaw VI section 5. b Union Representatives may appoint portfolio positions to those Union Representatives who self-identify in an equity group. This decision was made at the Committee of the Whole meeting, August 11, 2021.

21/08/25: N03 MOTION

(Scarlatti/Pandey) - Carried

Be it resolved, the following members be ratified as so noted for the 2021 - 2022 term:

Akriti Pandey, Campbell River Campus Representative

Kartik Goel, Campbell River Campus Representative

Whereas, as per Bylaw VIII section 1. b, by-election for Union Representatives may be held between September 15 & October 30 of each year. With up to 25 Union Representative positions, the Students' Union currently sees vacancy in 17 seats

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, August 25, 2021

21/08/25: N04 MOTION

(Scarlatti/ Pandey) - Carried

Be it resolved, the following schedule be adopted

Notice of by-election, September 15

Nominations open, September 27

Should more than 17 members be nominated:

Campaigns open, October 12

Voting, October 19 & 20

Whereas, as per Bylaw VIII section 6, the Students' Union must establish an electoral committee,

21/08/25: N05 MOTION

(Scarlatti/Pandey) - Carried

Be it resolved, Accessibility & Equity Director Scarlatti, Executive Director Wilson and Melissa Chirino, BCFS Chairperson be appointed on the Electoral Committee

Whereas, as per Bylaw VIII section 7, campaign financing shall not exceed limit established by the Board of Directors

21/08/25: N06 MOTION

(Pandey/Doucette) - Carried

Be it resolved, self directed campaign financing be limited to \$50 maximum. Candidates are able to print up to 10 posters, self designed, in NISU offices with no fee.

Whereas, in June 2021, the House of Commons created National Day for Truth & Reconciliation, September 30 annually. This day is acknowledged with orange shirts. Local artist, Andy Everson, of the K'ómoks First Nation, has a logo available for use with the caveat to donate to an Indigenous organisation. The Wachiay Friendship Centre in the K'ómoks Valley does screen printing. The Wachiay Friendship Centre is a non-profit society whose mandate is to provide services and supports to the urban Indigenous population in the Comox Valley Regional District. Wachiay is an inclusive organisation, whose programming is open to people of all ethnicities.

Wachiay delivers more than 50 programs and services to Indigenous and non-Indigenous people. The Centre employs a staff of 16-20, including full time, part-time and contract positions. Programs and services are delivered on-site. Wachiay has provided a quote to supply 60 orange shirts, 12 of each 5 major sizes. September 30th will be a non-instructional day, the Students' Union intends to table with information about this day in the two days leading up, providing information & shirts to interested members.

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, August 25, 2021

21/08/25: N07 MOTION

(Doucette/Scarlatti) - Carried

Be it resolved, the Students' Union ratify the decision made in the workplace communication tool Slack, August 18, to fulfil the quote offered by the Wachiay Friendship Centre for 60 orange shirts, with local design from Andy Everson for \$1575.

Whereas staff contract changes need be ratified and plans for Organiser Lennox's upcoming maternity leave, that a Labour Committee be struck, to support this work. This committee shall consist of the Executive Director, Internal Relations Director and at least one other Board Member

21/08/25: N08 MOTION

(Pandey/Scarlatti) - Carried

Be it resolved, Executive Director Wilson, Internal Relations Director Doucette, Connections Directors Pandey and form the Labour Committee and report to this Board, its work.

Whereas return to campus classes will see that all three offices be set up to run independently and open concurrently, therefore

21/08/25: N09 MOTION

(Scarlatti/ Doucette) - Carried

Be it resolved, up to \$4000 be made available for required office equipment and supplies to ensure all offices are fully set up and able to run in COVID-19 safe ways

Whereas as per Students' Union Health and Dental Plan Policy, the Union must provide a fund to support members whom qualify for coverage and whom qualify for financial support through the Financial Aid office (FAO) of North Island College. FAO reports this fund is currently depleted.

21/08/25: N10 MOTION

(Pandey/Deanna) - Carried

Be it resolved, \$2750 be made available to North Island College FAO for the sole purposes of health and dental fee support. The FAO is instructed to provide annual report of this fund.

4. REPORTS

4.1 Report from Committees

- Board of Governors - nothing to report
- Education Council - nothing to report
- Planning and Standards - nothing to report

Minutes

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, August 25, 2021

- Report from Federation Rep - Influence the vote- Comments with regards to the poster and website

4.2 Reports from Staff

- Rebecca Lennox - organising online all candidates meetings for the election Sept 13th & 16th, posts for voting on social media, academic integrity material posts
- Ariella Waddell - website & one link, intro material for Discord- tips & tricks
- Emma Warren - H&D Material, campus app, orientation events, organising the office
- Carissa Wilson - orientation, advocacy work for covid, financial work- audit season

5. OTHER BUSINESS

North Island Students' Union produces swag each term, to build solidarity and support team building. The staff have sourced out Canadian made, organic cotton hoodies from a local screen printing company which the information will be presented.

6. ADJOURNMENT - 5:54

Next Committee of the Whole, September 8
Next meeting of the Board, September 22