

MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **May 9, 2023**

Attendance: Collett, Fox, Rumbidza Karumbidza, Hernandez Granados, Tonny, Mackenzie, Lennox, Probert, Wilson,

Regrets: Kaur

Absent:

Guest: Danielle Hoogland

CALL TO ORDER - 18:06

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, therefore;

23/05/09: N01 MOTION

(Fox/Tonny) - Carried

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

2. ADOPTION OF MINUTES FROM PREVIOUS MEETING

The Board will adopt minutes from previous meeting, therefore;

23/05/09: N02 MOTION

(Karumbidza/Collett) - Carried

Be it resolved, minutes from the April 25 meeting be accepted as presented.

3. NEW BUSINESS

Whereas, as part of annual updates to financial operations, registered signing authorities for the society are updated to reflect current Board of Directors and staff duties. Therefore;

23/05/09: N03 MOTION

(Collett/Fox) - Carried

Be it resolved, the following are authorized signers of North Island Students' Union:

Jestin Tonny, Internal Relations Director

Joanne Probert, Organiser – Services

Carissa Wilson, Executive Director

Whereas, the Federation has made available the Fairware membership development materials catalogue, to provide membership awareness items for

MINUTES

North Island Students 'Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **May 9, 2023**

fall 2023. Whereas, the accepted budget for the 2023 period allows for \$15,000 total spending for membership development. Therefore;

23/05/09: N04 MOTION

(Fox/Hernandez Granados) - Carried

Be it resolved, the Union make available, up to \$8,000 for membership development materials with minimal plastic items and a focus on stationary fundamentals, through Fairware. Further, up to \$2,000 be made available to work with local providers for wearable swag.

Whereas, as per bylaw VII 2. f. the Board will adopt a term schedule for monthly meetings, *therefore*;

23/05/09: N05 MOTION

(Tonny/Fox) – Carried

Be it resolved, the following schedule be adopted for meetings of the Union.
May 23, 5:00 Committee of the Whole
June 6, 5:00 Board of Directors Meeting
June 27, 5:00 Committee of the Whole
August 8, 5:00 Board of Directors Meeting
August 22, 5:00 Committee of the Whole

4. REPORTS

4.1 Reports from Board of Directors

Accessibility and Equity Director, Errington Collett

Emails from previous Accessibility and Equity Director

Community Director, Joel Fox

Port Alberni Brunch, K'ómoks Valley Brunch, Meeting with Land Trust, Cultural Planning for the City of Courtenay, Quality Education Review.

Communications Director, Gracious Rumbidza Karumbidza

Learning Discord

Federation and Governance Relations Director, Michel Hernandez Granados

Sexualized Violence Education Team, City of Courtenay Cultural Planning

Internal Relations Director, Jestin Tonny

City of Courtenay Cultural Planning, Figuring out NISU emails, planning calendar.

Services Director, Sukh Kaur

absent

4.2 Reports from staff

Organiser - Advocacy, Rebecca Lennox

MINUTES

North Island Students 'Union

Local 15 British Columbia Federation of Students

Board of Directors Meeting, **May 9, 2023**

Brunch in Port Alberni, Brunch in K'omoks, Cultural Planning with City of Courtenay, Agenda and slides for BoD,

Organiser – Services, Joanne Probert

Port Alberni Brunch, K'omoks Valley Brunch, Campbell River Brunch, Handbook, Club Manager Template, Timesheets, Go By Bike Week meeting, Postering, Moosehide Campaign pins

Executive Director, Carissa Wilson

Third Year as Executive Director, Onboarding Board, Fairware order spreadsheet, Fiscal year End, Health and Dental consortium.

5. OTHER BUSINESS

Health and Dental Consortium update

6. ADJOURNMENT

The Board will adjourn the meeting at the close of business.

23/05/09: N06 MOTION

(Fox/Tonny) - Carried

Be it resolved, the meeting be adjourned at 19:10

Next Committee of the Whole meeting, May 23.

Next meeting of the Board, June 6.

AGENDA

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **June 6, 2023**

Attendance: Collett, Fox, Hernandez Granados, Karumbidza, Kaur (left early), Tonny,
Lennox, Probert, Wilson

Regrets:

Absent:

Guests: Morales

CALL TO ORDER – 17:07

Acknowledgment of Traditional Territory

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1. ADOPTION OF AGENDA

The Board will adopt the agenda. Therefore;

23/06/06: N01 MOTION

(Collett/Fox) - Carried

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

2. ADOPTION OF MINUTES FROM PREVIOUS MEETING

The Board will adopt minutes from previous meeting. Therefore;

23/06/06: N02 MOTION

(Hernandez Granados/Tonny) - Carried

Be it resolved, minutes from the May 9 meeting be accepted, as presented.

3. NEW BUSINESS

The Board will appoint co-Chairpersons for the 2023 – 2024 term of the Board of Directors. Therefore;

23/06/06: N03 MOTION

(Karumbidza/Fox) - Carried

Be it resolved, Director Collett and Director Fox be appointed co-Chairpersons for the 2023 – 2024 term of the Board of Directors.

Whereas, as part of the Services work of the Union, locker rentals at the Courtenay campus have been managed by the Union, for years. The current rate is \$15 per each of three semesters with a \$5 deposit for the lock. Whereas, since

AGENDA

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **June 6, 2023**

returning to on campus delivery of education post COVID-19, the use of this service has been low and many lockers are empty, year-round. Further, lockers have been made available to several decaonal areas, at no cost to members. Whereas the Union aims to provide as many services as possible with no cost, in reflection of the rising costs to access education. Further, the current deposit rate does not reflect the actual replacement cost of the trackable locks provided. Therefore;

23/06/06: N04 MOTION

(Fox/Hernandez Granados) - Carried

Be it resolved, the Union moves to operating the Courtenay locker service at no cost to members, beginning June 15, 2023, on a first come, first served basis. Be it further resolved; the Union will withhold up to ten (10) lockers from the rental pool for use by the Union. Further, be it resolved, the refundable deposit for the lock be moved to \$10.

Whereas the Board will receive annual update of extended health and dental plan. Furthermore, *in camera* is best practice when discussing labor, land, or law. Therefore;

23/06/06: N05 MOTION

(Fox/Tonny) - Carried

*Be it resolved; the meeting move in camera at 17:20
Director Kaur left at 17:48*

Meeting moves out of camera at 17:58

Whereas, the British Columbia Federation of Students, in their role of Health Care Consortium has provided renewal notice for the extended health and dental plan 2023 - 2024 benefit year. Therefore;

23/06/06: N06 MOTION

(Hernandez Granados/Karumbidza) - Carried

Be it resolved, the extended health and dental plan renewal is accepted as presented and endorsed.

Whereas NISU provides Services, Advocacy and Community to students and food service is a community building service.

23/06/06: N07 MOTION

(Tonny/Karumbidza) – Carried

Be it resolved the Union investigate food service delivery.

AGENDA

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **June 6, 2023**

4. REPORTS

4.1 Reports from Board of Directors

Accessibility and Equity Director, Errington Collett

- *Accessibility Advisory Committee, concerns about accessibility on NIC website.*
- *Skills Camp Stronger Together*

Community Director, Joel Fox

- *Connecting with students about lack to time to access health plan*
- *Caresse Nadeau Digital Hub*
- *Skills Camp Stronger Together, Motions, Events, Invitations to Officials*
- *Crafting motions*

Communications Director, Gracious Karumbidza

- *Skills Camp Stronger Together, Events, Building Community was the highlight*

Federation and Governance Relations Director, Michel Hernandez Granados

- *Sustainability Committee*
- *Skills Camp Stronger Together, Writing Motions was highlight.*

Internal Relations Director, Jestin Tonny

- *Camp Stronger Together, Conflict resolutions was highlight*

Services Director, Sukh Kaur

- *Absent*

4.2 Reports from Staff

Organiser - Advocacy, Rebecca Lennox

Advisory Meeting, Accessibility Committee of the Whole policy outline Student advocacy, ongoing, Comox Council Menstrual Equity presentation slides and emails, Meeting Participation workshop preparation for Skills, Quality Assurance Process Audit -part one and two, Constant Contact emails and arranging travel plans to Camp Stronger, Preparation for Committee of the Whole (email reminders, slides, set up etc.), Skills, Camp Stronger together travel and attendance, Co-facilitating training on Robert Rules and meeting participation at Camp Stronger, Email to Member of Parliament Gord Johns asking for a meeting Ongoing tech issues requiring time and energy.

Organiser – Services, Joanne Probert

Drive to CR once to deliver apples, Update noticeboards and replenish resources, Participate in Go by Bike week, Attend bike tent, Add events to Discord,

AGENDA

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **June 6, 2023**

Menstrual Equity stock take for containers on campuses for switch to Joni products, app renewals and new business emails, Learning to self-administer Deals App, Revamp NISU rack cards for 23/24, Attend Student Quality Assurance Part 1. BCFS 38th Skills Development Symposium.

Executive Director, Carissa Wilson

Comox Council presentation for Menstrual Equity, Accessibility Advisory Meeting, Swag order, Student advocacy, Presenting at Committee of the Whole, Sustainability Committee Meeting, Preparing presentation about meeting participation for Skills, Quality Assurance Process Audit - part one and two, Skills Camp Stronger Together travel and attendance, Co-facilitating training on Robert Rules and meeting participation at Camp Stronger Together, Budget Presentation to Select Standing Committee of Finance, Graduation celebration and travel to Miḡalakwila, Preparing Executive Report with Director Hernandez Granados, Housing Operations Committee, Office administration.

5. OTHER BUSINESS

6. ADJOURNMENT

The Board will adjourn the meeting at the close of business. Therefore;

23/06/06: N08 MOTION

(Fox/Hernandez Granados) -

Be it resolved; the meeting be adjourned at 18:31

Next Committee of the Whole meeting, June 27.

Next meeting of the Board of Directors, August 8.

MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **August 8, 2023**

Attendance: Collett, Fox, Hernandez Granados, Tony, Kaur, Oaxaca Morales
Mackenzie, Oaxaca Morales, Probert, Lennox, Wilson

Regrets:

Absent: Rumbidza Karumbidza

Guest: Pieter Vorster from Pod Creative

CALL TO ORDER – 17:08

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.

Guest: Pieter Vorster from Pod Creative - Left at 5:30

1. ADOPTION OF AGENDA

The Board will adopt the agenda.

23/08/08: N01 MOTION

(Hernandez Granados/Collett) - Carried

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

2. ADOPTION OF MINUTES AND RECEIPT OF COMMUNICATIONS

The Board will adopt minutes from previous meeting.

23/08/08: N02 MOTION

(Collett/Hernandez Granados) - Carried

Be it resolved, minutes from the June 6, 2023, meeting be accepted as presented.

The Board will accept receipt of information.

23/08/08: N03 MOTION

(Hernandez Granados/Tonny) - Carried

Be it resolved, memo be accepted for receipt.

3. NEW BUSINESS

Whereas, membership engagement relies on having a professional website that functions on all platforms and types of technology. Whereas, the current website hosting by Wix doesn't scale for use on cell phone, while data shows that 52% of members are accessing Union information from their cell phones. Furthermore, Pod

MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **August 8, 2023**

Creative has offered a full website rebuild into a WordPress model which will be ready for September engagement with members and will be capped at a competitive rate of \$3000. Further, the Wix site is housed in America for \$500 annually and the WordPress site can be housed in Canada for \$400 annually. Further, Pod Creative works to meet World Wide Web Consortium (W3C) Web Accessibility Initiative (WAI) guidelines, the gold standard in website accessibility. Therefore;

23/08/08: N04 MOTION

(Collett/Hernandez Granados) - Carried

Be it resolved, the Union contract Pod Creative to rebuild NISU's website in WordPress for a maximum cost of \$3000. Website will also be housed in Canada through Pod Creative for \$400 a year and the site will meet or exceed W3C WAI guidelines.

Whereas, as per bylaw XII Portfolio positions were open for election at the June 27, Committee of the Whole. Therefore,

23/08/08: N05 MOTION

(Tonny/Hernandez Granados) - Carried

*Be it resolved, the following Union Representatives be ratified in portfolio positions as listed;
Charith De Silva, Campbell River Representative,
Joel Fox and Sukh Kaur, K'ómoks Valley Representatives,
Michel Hernandez Granados and Joyce Martin, Women Students' Representatives.*

Whereas, due to labour challenges at the destination hotel, the BC Federation of Students Semi-Annual General Meeting (SAGM) was offered online, in a compressed format July 7, which enabled NISU to participate. Student representation was requested at the June 27 Committee of the Whole. Therefore,

23/08/08: N06 MOTION

(Hernandez Granados/Collett) - Carried

Be it resolved, Director Granados, Director Tonny, Representative Morales and ED Wilson be ratified as BCFS SAGM Local 15 delegates with Director Granados as the appointed voting delegate for the Local.

Whereas, ongoing labour relations require a Labour Committee, which shall include the Internal Relations Director, at least one other Board member and the Executive Director.

23/08/08: N07 MOTION

MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **August 8, 2023**

(Hernandez Granados/Tonny) - Carried
Be it resolved, Labour Committee be struck which shall include Director Tonny, Organiser Lennox, ED Wilson, Director Hernandez Granados and Director Fox.

Whereas, several NISU policies are due for review. Therefore;

23/08/08: N08 MOTION

(Collect/Hernandez Granados) - Carried
Be it resolved, Policy Committee be struck which shall include Director Fox, ED Wilson, Organiser Probert, Director Collect and Representative Mackenzie

Whereas, as per bylaw VII 2. f. the Board will adopt a term schedule for monthly meetings. Therefore;

23/08/08: N09 MOTION

(Collett/Hernandez Granados) - Carried
Be it resolved, the Union adopt the following meeting schedule with meetings to commence at 5:00, except August 29 which will start at 5:15.

<i>August 29</i>	<i>Board of Directors</i>
<i>September 12</i>	<i>Committee of the Whole</i>
<i>September 26</i>	<i>Board of Directors</i>
<i>October 10</i>	<i>Committee of the Whole</i>
<i>October 24</i>	<i>Board of Directors</i>
<i>November 28</i>	<i>Board of Directors</i>
<i>December 12</i>	<i>Committee of the Whole</i>

Whereas, financial institutions impact community and operations and current financial operations are with Island Savings, whose nearest branch is in Nanaimo. Whereas, the annual work of updating signers has been a time consuming, problematic, and inconsistent procedure with Island Savings. Furthermore, Coastal Community Credit Union has branches in each community NISU services and is a Unionized working environment. Therefore;

23/08/08: N10 MOTION

(Collett/Hernandez Granados) - Carried
Be it resolved, NISU move financial accounts to Coastal Community Credit Union for ease of access and community investments.

4. REPORTS

MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **August 8, 2023**

4.1 Reports from Board of Directors

Accessibility and Equity Director, Errington Collett

- Gather resources, guest speakers for ADHD awareness month and plan events.

Community Director, Joel Fox

- Met with immigrant welcome centre, joined community welcome committee, thinking about multicultural fair, looked into a grant for fair.

Communications Director, Gracious Rumbidzai Karumbidza

- Absent

Federation and Governance Relations Director, Michel Hernandez Granados

- Attended BCFS executive committee meeting in Vancouver.

Internal Relations Director, Jestin Tonny

- Join NISU bank account, start signing payments, SAGM.

Services Director, Sukh Kaur

4.2 Reports from Staff

Organiser - Advocacy, Rebecca Lennox

<ul style="list-style-type: none">• Student Advocacy• Accessibly Advisory Committee• Improved write up about NISU for AAC plan• Sustainability Committee• CoW preparation and attendance• K'ómoks Valley Graduation• Meeting with Saanich Councillor• Teale Phelps Bondaroff about M.E.• National Indigenous Peoples Day• Board of Governors meeting	<ul style="list-style-type: none">• Summer Welcome press release• SVET meeting• Visit to VIUSU• Pride Flag Raising on KV Campus• Draft referendum information• Food services proposal• Boosting social media• Daily office work of emails, Discord etc.• Reference letters for 22/23 Board• Welcome event invitations for Government and First Nations• To do list for welcome events
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Organiser – Services, Joanne Probert

<ul style="list-style-type: none">• NIC Graduation – Courtenay attendance.• National Indigenous Peoples Day – Attend K'omox First Nation gathering.	<ul style="list-style-type: none">• Call & email potential new businesses (CR/KV)• Moving Day(s) – Move out of Village, put stuff in storage, move into Discovery 202.
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MINUTES

North Island Students' Union
Local 15 British Columbia Federation of Students
Board of Directors Meeting, **August 8, 2023**

<ul style="list-style-type: none">• CR campus visits to refill apples, update noticeboards and refresh supplies.• Deals App• Canvassing in Campbell River, Comox, & Courtenay• Call & email businesses for renewals (CR/KV)	<ul style="list-style-type: none">• Get registered for banking for NISU.• Create and disperse new Joni posters and containers (CR/KV)• Put up free locker posters. Do you need one?• Transfer info from NISU App to Discord• Get Covid for 5 days!
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Executive Director, Carissa Wilson

<ul style="list-style-type: none">• Accessibly Committee• Sustainability Committee• CoW• K'ómoks Valley Graduation• Campbell River Graduation• Mixalakwila Graduation• National Indigenous Peoples Day• New Office planning• Meeting with Kathleen Kuhnert• Meeting with VIUSU• Meeting with Apple tech support	<ul style="list-style-type: none">• Selection of dishwasher and hardware for new kitchen space• Committee of the Whole• Meeting with Saanich Councillor• Teale Phelps Bondaroff about M.E.• Banking Signing authorities• Overseeing new office renovations• mastermind of referendum• Student advocacy
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5. OTHER BUSINESS

6. ADJOURNMENT

The Board will adjourn the meeting at the close of business. Therefore;

23/08/08: N11 MOTION

(Collett/Hernandez Granados) - Carried

Be it resolved, the meeting be adjourned at 18:43

Policy Committee meeting August 14

Committee of the Whole meeting, August 22.

Board of Directors, August 29, 5:15 start time.