**CORNWALL STUDENT UNION BI-ANNUAL GENERAL MEETING MINUTES**

Date: 25th November 2021

Time: 11:00 a.m. – 12:00 p.m.

Location: St. Lawrence College, 2 St. Lawrence Drive, Cornwall, ON, K6H 4Z1

Room: Microsoft Teams

Minute taker: Craig Madlin

Present Attendees: Tori Arnett (President), Chelsea Jeaurond Chabot (VP of Student Life), Amanda Adlington Johnson (Board Vice-Chair), Arianna Simmons (Board Secretary), Rahul Xavier Gomez (BOD), Braydon Nicola (BOD), Craig Madlin (Executive Director), Kevin Biggs (Athletic and Student Life Manager, SLC Kingston), Shannon Carson (Athletic and Student Life officer, SLC Cornwall), Jacob Hickey (Student), Li Chung Hao (Student), Angel Beaudry (Student), Isabelle Fraziska Brunet (Student)

Regrets: Gabriel Aubry Morin (Board Chair – Academic Assignment)

1. Call to Order
* Meeting called to order by Craig Madlin.
1. Constitution of the Meeting
* Craig Madlin explained the process for making a motion. Members of the student body will raise their hand to make a motion which will then be seconded or not. Seconded motions will then be voted on by the student body and either carried with a majority of students or defeated with a minority of students.
1. Agenda Approval
* Craig Madlin presented the meeting agenda.
* Motion made to approve agenda by Arianna Simmons. Motion seconded by Tori Arnett and carried.
1. CSU Director and Officer Introductions
* Craig Madlin introduced the CSU executives for the 2021/22 academic year.
	+ Tori Arnett, CSU President – School of Health Sciences
	+ Chelsea Jeaurond Chabot, VP of Student Life – School of Community Services
* Following their applications to join the CSU Board of Directors and them fulfilling the necessary requirements, the following candidates were presented to the student membership to be acclaimed:
	+ Gabriel Aubry Morin, School of Health Sciences
	+ Amanda Adlington Johnson, School of Health Sciences
	+ Arianna Simmons, School of Health Sciences
	+ Rahul Xavier Gomez, School of Applied Science and Computing
	+ Braydon Nicola, School of Community Services
* Motion to approve the applicants as CSU board directors was made by Tori Arnett and seconded by Chelsea Jeaurond Chabot. The motion was carried.
1. Approval of the Minutes of the B-AGM Meeting held on November 4th, 2020.
* Minutes of the meeting were recapped and reviewed.
* Motion made by Arianna Simmons to approve the minutes as presented and seconded by Chelsea Jeaurond Chabot. The motion was carried.
1. Budget Submission
* Craig Madlin presented the budget for the 2021-22 academic year to the student body.
* Motion made to approve the 2021-22 budget by Arianna Simmons and seconded by Tori Arnett. The motion was carried.
1. Notice to Reader for the Twelve Months Ended June 30th, 2021
* Craig Madlin presented the report, explaining that a ‘Notice to Reader’ is not as exhaustive as a ‘Review Engagement’ or an ‘Audit’ statement but can still determine if the organization is in compliance with standard accounting practices.
* Craig Madlin informed the student body that the organization’s assets have increased due to the Covid#19 pandemic inhibiting operational investment, a reduction in staff and a decline in student body engagement with remote events and activities. To address this, the CSU board suspended any fees in the 2021 winter semester where the services were not being or could not be utilised. Revenue for the year declined by over $43,000.00 in line with a reduction in student enrollment and the suspension of some ancillary fees. Expenses were slightly less than the prior year but overall consistent with the previous outlay with funds being reallocated to different areas to compensate for the challenges of the pandemic.
* Motion made to approve the report as presented by Chelsea Jeaurond Chabot and seconded by Tori Arnett. The motion was carried.

1. CSU President Ends/Operations Report for 2020-21
* Tori Arnett presented the report, detailing how the executive achieved the operational priorities (ends) as determined by the board.
* The ends are divided into two levels. Level 1 is the goal and level 2 is the priorities and the resources allocated to each.
* Level 1: The goal of St. Lawrence College Student Union (Cornwall Campus) is to enhance the quality of life for students at a cost justified by the results.
* Level 2:

2.1 Student life and transition to student life (40%) – Housing surveys, webinars and weekly events were held to engage and entertain the student body.

2.2 Leadership skills (15%) – Participation on a variety of committees enabled the executive to represent the student body and raise their concerns.

2.3 Academic support (30%) – Attended academic council meetings and sat on the review panel for academic appeals.

2.4 Advocacy and relationships with the college and community (15%) – Met with other student union presidents across the province as a member of the College Student Alliance, an organization that advocates for students in the post secondary education sector.

* Motion made to approve the report as presented by Arianna Simmons and seconded by Chelsea Jeaurond Chabot. The motion was carried.
1. CSU Events
* Craig Madlin recapped the remote events the CSU had arranged or collaborated on during the 2020/21 academic year, including:
* Trivia Nights
* Slay It Make Up Challenge
* Self Care
* Virtual Job Fair
* Virtually Impossible Magic Show
* Netflix Party
* Virtual Talent Show
* Financial Workshop
* The 12 Days of Christmas Quizzes – Win Your Christmas Presents
* Webinars
* Virtual Fortune Telling
* End of Year Giveaway
* Housing Webinars
1. Kahoot Quiz & Skip the Dishes Winner
* Craig Madlin provided the student attendees with the Kahoot link for the AGM quiz, comprised of questions based on topics covered in the meeting. The link will remain active until 2:00 p.m. on the day of the meeting with the winner being drawn at random. The winner will receive an Around Town prize package with gift cards for local businesses.
* Tori Arnett announced Jacob Hickey as the winner of the $50.00 Skip the Dishes prize.

1. Adjournment
* Tori Arnett motioned to adjourn the meeting and was seconded by Chelsea Jeaurond Chabot. The motion was carried.

Certified by:

Chair of the Board:

Name: Signature: Date:

Board Secretary:

Name: Signature: Date: