

CENTENNIAL COLLEGE STUDENT ASSOCIATION INC.

ANNUAL GENERAL MEETING

MINUTES OF THE ANNUAL GENERAL MEETING OF Centennial College Student Association Incorporated held in the Main Events Hall, Progress Campus at 941 Progress Avenue, Toronto, Ontario on Wednesday, October 19, 2016 at 7:00 p.m.

With the consent of the owners and no objections noted Laurie Sancı presided as the Chair of the meeting. All present were welcomed and Davinder Singh introduced the head table as follows:

Directors:	Davinder Singh	-	President
	Prince Kumar	-	Vice President, Progress
	Tommy Zhang	-	Campus Director, Progress
	Adrian Castillo	-	Campus Director, Progress
	Rorie McConney	-	Vice President, Ashtonbee
	Noella Mulowayi	-	Campus Director, Ashtonbee
	Jimesh Patel	-	Vice President, Morningside
	Miriam Phillips	-	Campus Director, Morningside
	Shruti Sule	-	Campus Director, Morningside
	Tyler Oselmo	-	Vice President, Story Arts Centre
	Muleba Kalala	-	Campus Director, Story Arts Centre
	Minyoung Lee	-	Campus Director Story Arts Centre
	Chantal Hudon	-	Advocate
	Ravneet Kaur	-	Advocate
	Saurabh Gada	-	Board Development Officer
	Lamar Webb	-	Club Liaison
	Miguel Litonjua	-	Athletics & Recreation Liaison
	Penny Kirlik	-	Executive Director/CEO
Staff:	Laurie Sancı	-	Chairperson
	Toni Ellul	-	Manager Board Development & Services
	Saudia Deokilal	-	Services Coordinator
	Neelima Singh	-	Office Coordinator Progress
	Brad Beamish	-	Communications & Events Manager
	Veronica Barahona	-	Coordinator Events and Clubs
	Alexandra Charles	-	Communications Coordinator
	Margaret Kalembe	-	Office Coordinator Morningside
Proxies:	Davinder Singh	-	10 proxies
	Prince Kumar	-	10 proxies
	Shruti Sule	-	10 proxies
	Jimesh Patel	-	10 proxies
	Tommy Zhang	-	10 proxies
	Muleba Kalala	-	10 proxies
	Miriam Phillips	-	10 proxies

Proxies...:	Rorie Mcconney	-	10 proxies
	Adrian Castillo	-	10 proxies
	Noella Mulowayi	-	10 proxies
	Tyler Oselmo	-	10 proxies
	Min Young Lee	-	10 proxies
Guests:	Sterling Webb-Crowe	-	Manager, Co-Curricular Student Learning and Development
By Invitation:	Shannon Westacott	-	Recording Secretary, MinuteTakers Inc.
Members:	April Tendenilla	-	Anime Guild, President
	Myles Whiteman	-	Anime Guild, Vice President
	Ozzei Green	-	Anime Guild, Chairman
	Earl Jon Fegarido	-	Anime Guild, Publicity Director
	Okeny Jordan	-	Campus Rush, President
	Golam Mostafa Dulari	-	Centennial College Royal Students Club, President
	Chevon Cammock	-	Dance Club, President
	Shivangi Grover	-	Foodies, Vice President
	Atinderpal Sdhu	-	Foodies, Chairperson
	Savlegn Kaur	-	French Club, President
	Shreya Patel	-	French Club, Chairperson
	Sagar Chaudhary	-	French Club, Administration
	Armita Karachi	-	Human Resource Club, Chairperson
	Deepanshu Gaba	-	Human Resource Club, President
	Linda Ngo Bassong	-	Human Resource Club, Social Director
	Eldien Forbes	-	Predators, President
	Oleksandr Voytenko	-	Ukrainian Students Club, President
	Alaiya Gaurang	-	Youth Energy Society, Publicity Director
	Pandya Harsh	-	Youth Energy Society, Chairperson
	Andy Chabilall	-	Student at Large
	Shanneil Clarke	-	Student at Large
	Ginny Huang	-	Student at Large
	Jonathan James	-	Student at Large
	Avneet Kaur	-	Student at Large

1. **WELCOME and CEREMONIAL PRESENTATION**

Laurie Sanci welcomed all in attendance and thanked everyone for taking the time to come to the meeting. At which point, Davinder Singh introduced the head table.

2. **APPOINTMENT OF CHAIR and RECORDING SECRETARY**

- (a) *Appointment of Chair* – Laurie Sanci was duly appointed Chair of the meeting with no objections noted in this regard.
- (b) *Appointment of Recording Secretary* – The Chair appointed Shannon Westacott of MinuteTakers Inc. to act as recording with no objections noted.

3. **ANNOUNCEMENT OF QUORUM and CALL TO ORDER**

It was confirmed that a quorum was present either in person or by proxy, with 36 students attending in person and 120 attending by proxy and that the meeting could therefore be properly constituted for the transaction of business. The meeting was duly called to order at 7:00 p.m.

4. **APPROVAL OF THE AGENDA**

The Chair advised the students of the agenda for the meeting and requested any errors or omissions from the agenda.

There being no errors or omissions noted, the Chair requested a Motion that the agenda be approved as presented. On a Motion by Miriam Phillips and seconded by Prince Kumar it was:

“Resolved that the agenda be approved as presented.” Motion carried. (156-0-0)

5. **RATIFICATION OF 2016-17 CCSAI BOARD OF DIRECTORS**

- (a) *Welcome* – Penny Kirlik thanked the current members of the Board for their hard work since the election and welcomed the new members.
- (b) *Board of Directors* – The 2016/2017 Board of Directors of the Centennial College Student Association Inc. were introduced as follows:

Davinder Singh	-	President
Prince Kumar	-	Vice President, Progress
Tommy Zhang	-	Campus Director, Progress
Adrian Castillo	-	Campus Director, Progress
Rorie McConney	-	Vice President, Ashtonbee
Noella Mulowayi	-	Campus Director, Ashtonbee

- (b...) Jimesh Patel - Vice President, Morningside
Miriam Phillips - Campus Director, Morningside
Shruti Sule - Campus Director, Morningside
Tyler Oselmo - Vice President, Story Arts Centre
Muleba Kalala - Campus Director, Story Arts Centre
Minyoung Lee - Campus Director, Story Arts Centre
Chantal Hudon - Advocate
Ravneet Kaur - Advocate
Saurabh Gada - Board Development Officer
Lamar Webb - Club Liaison
Miguel Litonjua - Athletics & Recreation Liaison

- (c) *Ratification* – On a Motion by Noella Mulowayi and seconded by Miriam Phillips it was:

“Resolved that the election of the 2016-2016 CCSAI Board of Directors be duly ratified and approved.” Motion carried. (156-0-0)

6. **PRESIDENT’S REPORT**

- 6.1 **President’s Report** – Davinder Singh, President, presented a report on behalf of the Board of Directors, welcoming new Board members, matters achieved, services rendered, future and ongoing projects, etc. A copy is attached to these minutes as ‘Schedule A.’

7. **CEO/EXECUTIVE DIRECTOR’S REPORT**

- 7.1 **CEO/Executive Director’s Report** – Penny Kirlik presented a report regarding the purpose of the Board, the work of the staff, and her role as the Executive Director/CEO, in addition to outlining the categories that make up the annual operating budget revenue and expenses.

- 7.2 **2016/2017 Operating Budget** – The Chair requested a motion to approve the 2016/2017 operating budget as presented. On Motion by Davinder Singh and seconded by Saurabh Gada it was,

“Resolved that the Budget for the fiscal year April 1, 2016 to March 31, 2017 be accepted as presented.” Motion carried. (156-0-0)

- (a) *Overview of Annual Revenue and Expenses* – P. Kirlik proceeded to list all the items and expenses that are included in the CCSAI operating budget including a variety of social events, student insurance, food services, overhead costs, sponsorships, ‘transforming the future’ projects, etc. Revenue streams are included in various categories and it was noted that each Vice-President receives \$8,000 to run various events at their campus.

7.2 **2015/2016 Audited Financial Statements** – Penny Kirlik, Executive Director/CEO, presented the Annual Audited Financial Statement for the fiscal year ended March 31, 2016. Highlights were noted as follows:

- (a) *Auditor's Opinion* – This report relates to the fiscal year ended March 31, 2016 and the Independent Auditor's Report confirmed that these statements are a fair representation of the Corporation's financial position for that period in all material respects. This is a clean audit and no concerns in the accounting procedure of the Board are noted.
- (b) *Overview* – The Corporation's financial statements were briefly outlined, including the Statement of Financial Position (Balance Sheet), Statement of Changes in Net Assets, Statement of Operations and Statement of Cash Flows.

7.3 **Approval of Audited Financial Statements** – On a Motion by Shruti Sule and seconded by Tyler Oselmo it was:

“Resolved that the Annual Audited Financial Statements and Auditor's Report for Centennial College Student Association Inc. for the fiscal year period ended March 31, 2016 be adopted as presented.” Motion carried. (156-0-0)

7.4 **Appointment of Auditors** – On a Motion by Rorie McConney and seconded by Prince Kumar, it was:

“Resolved that the firm of BDO Dunwoody be re-appointed as Auditor of the Corporation for the fiscal period ending March 31, 2017, to hold office until the close of the next Annual General Meeting and that the Board of Directors be authorized to fix the Auditor's remuneration.” Motion carried. (156-0-0)

8. **VICE-PRESIDENT REPORTS**

8.1 **Vice President of Progress Campus** – P. Kumar, Vice-President, presented a report on various events conducted at the Progress Campus herein attached as 'Schedule B'.

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

8.2 **Vice President of Ashtonbee Campus** – R. McConney, Vice-President, presented a report on various events conducted at the Ashtonbee Campus herein attached as 'Schedule C.'

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

- 8.3 **Vice President of Morningside Campus** – J. Patel, Vice-President, presented a report on various events conducted and that are planned at the Morningside Campus herein attached as ‘Schedule D.’

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

- 8.4 **Vice President of Story Arts Centre Campus** – T. Oselmo, Vice-President, presented a report on various events conducted at the Story Arts Centre Campus herein attached as ‘Schedule E.’

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

9. **CAMPUS DIRECTOR REPORTS**

- 9.1 **Progress Campus** – A. Castillo and T. Zhang presented reports on various events at the Progress Campus herein attached as ‘Schedule F’.

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

- 9.2 **Story Arts Centre Campus** – M. Lee and M. Kalala presented a report on various events at the Story Arts Centre Campus herein attached as ‘Schedule G.’

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

- 9.3 **Ashtonbee Campus** – N. Mulowayi presented a report on various events at the Ashtonbee Campus herein attached as ‘Schedule H.’

The Chair opened the floor for discussion. There being no questions at this time, the Chair continued with the agenda.

- 9.4 **Morningside Campus** – S. Sule and M. Phillips presented reports on various events at the Morningside Campus herein attached as ‘Schedule I.’

10. **BOARD DEVELOPMENT OFFICER REPORT**

S. Gada presented a report and began by thanking all those in attendance tonight. S. Gada joined the Board May 2016 as a Development Officer with an aim to ignite positive student experiences at the college and a goal to gain a deeper understanding of the Board and its policies and regulations. The CCSAI by-laws are very advanced and students should be proud of this. S. Gada has been working on the Club Package and has received feedback from several students; based on this the Club Package has been reviewed and updated.

11. **ATHLETICS REPRESENTATIVE**

M. Litonjua presented a report and began by welcoming all staff and students at the meeting. M. Litoniua started as the Athletics Recreation Liaison with CSSAI in the 2016/17 school year. The CCSI and Centennial athletics have an amazing team that works well together for the benefit of its students. This new semester has been great and various athletic events have been organized. The Athletics Department is working on rolling out Centennial game day t-shirts and want to work towards all students being physically and mentally well.

12. **EVENT LIAISON REPORT**

P. Weekes presented a report noting that he joined the Board late September 2016; his role is to make sure that students engage and have fun at all events and programs across all four campuses. Since being appointed, his first official event was the Cardinal Official Kick-Off (September 13 to 22, 2016). P. Weekes has been appointed Chair of the Programming Committee: this is a select set of members from the Board of Directors that review and approve events. Events that have taken place this past year include: summer trip to Canada Wonderland, Canada Day barbeque, Official Kick-Off with Canadian rapper Cardinal Official, casino night, pool tournament, etc. There was a Paint the Floor Story event and tonight it was confirmed that there was a Breast Cancer Fundraiser at Ashtonbee Campus.

(a) *Upcoming Events* – These include:

- Halloween Haunt (Friday, October 21, 2016)
- Ripleys Jazz Night
- Casino Night (at Morningside)
- Niagara Falls trip (November 25, 2016)
- 'Name That'
- Breakfast with Santa (December 3, 2016)
- Clash of the Island Part II (December 9, 2016)

13. **CLUB LIAISON REPORT**

L. Webb presented a report referencing the progress that has been made on the Club Program, accomplishments on the revising of club policies and documents, etc. It was noted that there are thirty-two new clubs that are being presented for ratification tonight; these clubs have each undergone a rigorous application process.

14. **ADVOCATES REPORT**

R. Kaur and C. Hudon presented a report noting that in May 2016 they joined the Board as student advocates and support students with academic and non-academic issues. Since the beginning they have devoted attention to grade appeal and plagiarism cases and are working with the committee to develop a Student Association 'app'.

15. **APPROVAL OF 2017/2018 GENERAL ELECTION/APPOINTED DATES**

The Chair requested a motion regarding approval of the 2017/2018 general election/appointed position dates and S. Gada was asked to present the list of dates herein attached as 'Schedule J'. On Motion by Rorie McConney and seconded by Noella Mulowayi it was:

“Resolved that 2017/2018 general election and appointed position dates be duly approved as presented.” Motion carried. (156-0-0)

15.1 **Discussion** – The Chair opened the floor for discussion. None was noted.

16. **CLUB RATIFICATION**

The names of the clubs were read and any members of the clubs attending the meeting were requested to stand when announced. The club Presidents were directed to receive their club ratification certificate at the back of the room. It was noted that the clubs meet all the requirements as set out by CCSAI.

The Chair requested a motion regarding the ratification of the clubs as presented and L. Webb was invited to speak to and list all clubs that are being presented for approval. On Motion by Adrian Castillo and seconded by Minyoung Lee it was:

“Resolved that the following 32 club which meet the requirements of the CCSAI, and are to be duly ratified and approved as presented.” Motion carried. (155-0-1 Noted: Golam Mostofa Dulari)

16.1 **Discussion** – The Chair opened the floor for discussion.

(a) *Centennial Royal Students Union* – A Student noted that he submitted an application for a club and requested a status update for Centennial Royal Students Union. **Response:** It was explained that this club did not meet the club ratification process in order to meet club status (this includes application, club membership, purpose, attendance at mandatory club training). It was noted that this can be discussed at a later time. **Comment:** The individual advised that he never received an email or invitation to attend the club training. **Response:** This email was sent and there was no indication that this email bounced back. It was reiterated that this particular situation can be discussed at a later time.

17. **COLLEGE STUDENT ALLIANCE PRESENTATION**

J. Nguyen presented a report and started off by thanking CSSAI for hosting the CSA conference in May. Currently the CSA is working on improving transparency for international students (breakdown of tuition and fees), reviewing and advocating student health plans, amongst other initiatives. In the provincial budget there was discussion about the student grant and looking into more funding for international students. Focus on minority groups (including indigenous, and international students).

18. **ADJOURNMENT OF MEETING**

There being no further business brought before the meeting, the Chair requested a Motion to conclude the meeting. On a Motion by Davinder Singh and seconded by Saurabh Gada it was:

“Resolved that the Annual General Meeting of Centennial College Student Association Inc. be concluded.” Motion carried. (156-0-0)

The meeting was concluded at 8:15 p.m.

President

Secretary