



Sustainability Action Fund

Board of Directors Meeting Agenda- to be approved

[Thursday September 5th, 2019, 6pm to 8pm]

Meeting Starts 6:10- Quorum

Raph, Nial, Emma, Mariana, Arrien BoD in attendance

Mark, Olivia, Rebecca, Ariel in attendance

Devon- Board Facilitator in attendance

1. Call to Order & Land Acknowledgement
2. Review and Approval of Minutes
 - a. Raph- motions to adopt July minutes
 - b. Emma seconds
3. Review and Adoption of Agenda
 - a. Nial motions to approve agends
 - b. Raph seconds
 - c. Agenda adopted
4. SAF General Updates
 - a. Land Acknowledgement guidelines brainstorming
 - i. Devon adopted Concordias land acknowledgement
 - ii. What do you want to see?
 - iii. Arrien- friends who went to learning circle on Tiohtiá:ke learned from an elder than no land has been ceded so theres no unceded land... Should that be taken out? Issue with "we respect cultural connections" when we are only aiming to do so. Request to change the wording every time. Likes connection to what is currently happening with regards to indigeneity. Land acknowledgements become meaningless when we repeat the same thing every time. Its good to give more context.
 - iv. Devon- how do you feel about facilitator doing it?
 - v. Mariana- engage in a conversation after the land acknowledgement. If a different person is saying the land acknowledgement that day they can bring something to the group- re: indigenous article, current events, etc.
 - vi. Emma- could do call out on board meeting email asking for a volunteer

- vii. Devon- will come up with draft for next meeting of land acknowledgement

5. Committee Updates

a. HR & Governance

- i. Mark- Any comments/questions/concerns about the new recommendations for the HR/Governance policy?
- ii. Nail- 6% vacation is 3 weeks paid vacation?
- iii. Mark- Yes
- iv. Olivia- I want to say that everyone in the Z Annex is getting paid \$17 as starting and we (Rebecca and Olivia) are getting \$16 (aka the lowest paid employees)
- v. Arrien- what is technically living wage? Is it still \$15?
- vi. Yes but not the best way to calculate, may not be realistic anymore.
- vii. Mark- Should this range be 17-19\$?
- viii. All yes
- ix. Emma- The changes to CEO contract, does that start with Mark (current CEO)?
- x. Mark- No, this would start with the next CEO, landed on 3 year (instead of previous 2 year) contract with possibility to renew for another year.
- xi. Mark- are there any more changes about that policy change?
- xii. Nail- Does anything changes for the part time contracts other than the wage? It is quite low for market. Do they get no other benefits? This is quite a bit lower than market. There should be something complimentary if the salary is 17-19\$. Is this something we can think about?
- xiii. Arrien- Could all the fee levies come together to get an insurance package?
- xiv. Mark- Thats what the Greenhouse and CFC have started- by opting into the CSU health plan. Only for employees working over 25 hours
- xv. Mark- is there anything else to add? Or can we move to approve?

1. Emma- motions to approve 17 to 19 part time employee offers

- xvi. Marrianna seconds
- xvii. All approved

2. Next motion - increasing term limit of ceo and hiring time minimum 3 months as stated in HR/gov notes

- xviii. Arrian motions
- xix. Nial seconds
- xx. All in favour

3. One week paid holiday vacation during christmas when staff are forced not to work during the 2 week university closure

- xxi. Everyone nods
- xxii. Arrian motions to approve
- xxiii. Raph seconds
- xxiv. All in favour

4. Staff conflict of interest policy as stated in HR/gov notes

- xxv. Emma motions to approve
- xxvi. Marianna seconds

5. Adopt physiological and sexual harassment policy

- xxvii. Nial motions to approve
- xxviii. Emma seconds
- xxix. All in favour

6. Adopt surplus allocation policy

- i. Arrian motions to approve
- ii. Seconded by marianna
- iii. All in favour

- b. AFS - audited financial statements
 - i. ARiel- first digital audit
 - ii. Audit was clean- really important because we collect a small amount of money from a lot of people
 - iii. Cost was \$3000
 - iv. Ariel- cash in bank- under \$225 000 as of May 31st
 - v. Keeping most of it in account to gain higher interest
 - vi. Petty cash- under \$100
 - vii. Deferred revenue- \$26 500- money we get in may that were late to summer from the previous year
 - viii. Revenues are up \$5000
 - ix. \$188 000 from undergrad and \$25000from grauate
 - x. FA gave \$2000 grant towards SRA's (unexpected)
 - xi. 2018 under in CEO salary
 - xii. Surplus of \$30 000- 50% related to project funding- projects folding or not seeing project through
 - xiii. Any questions?
 - xiv. Nial- money to batiment 7 partnership?
 - xv. MArk- transaction hasn't happened yet
 - xvi. Arrien- are we teaching other fee levy groups how to go paperless and do digital audits?
 - xvii. Ariel- Doing it on own time

7. Project Funding Allocation

Project Title	Ask	SPC Recommends (if any)	Speaker? (Someone who knows the project)
iGEM	\$10000	Deny	Raph
SEIZE Conference	\$9000	Partial	Emma
African Urban Futures	\$7575	Partial	Raph
Fillipino Canadian Futures	\$5638	Partial	Emmarti
Planet Based Cooking	\$3026	Partial	Emma
Art Matters	\$2500	Deny (with reapply)	Raph

iGEM

- Raph- internationally genetically engineered conference
- Developing wearable technology to detect fentanyl in system
- Spc- thinks should deny because they don't know how it relates to sustainability, also only detects once it is in the system, asking for a lot of money
- Mark- team doesn't seem to have a strong grasp of underlying reasons/causes of fentanyl crisis
- Arrien- small amount of people at school impacted (ppl doing project and profs) for a lot of money
- Would \$10 000 of narcan kits around campus do better?
 - Mariiana- motion to deny funding to iGEM
 - Emma- Seconds

All vote in favour to deny

SEIZE Conference

- Olivia leaves for conflict of interest
- Emma- SEIZE wants to put on a conference. Seems reasonable. Issue with honorarium AND gift for people that are speaking. SPC talked about partial funding because the gift and honorarium seems like too much.
- Emma- confused about venue because they don't have one. They know the approximate cost for spaces at concordia but you cannot book any of them this early.
- Taking off cost of gift would be \$1000
- Arrien- we usually fund all these things so why not?
- Emma- plan to have a big reach
- Arrien motions to approve funding minus the \$1000 of gift
- Nial seconds
- All in favour

Approved for \$8000

African Urban Futures

- Raph-conference on African development.
- Olivia-updates- conference held MB 10.12, hotel and hostel accommodations planned for individual rooms. Our biggest concern before knowing details about accommodations was that they would stay in Airbnb.
- Nial- 20-25 people travelling by air to the conference. That seems excessive.
- Olivia- yes they were told to leave the air travel out of the budget
- Emma- not problem solving but talking about the problem
- Mark- would have expected them to get in touch with CEED. They didn't. How does it contribute to the culture of sustainability at Concordia?
- Olivia- partnering with mcgill because McGill has a program whereas concordia doesn't
- Emma- should we fund one futures conference without funding the other? (see below)
- Mark- are we cheerleading funding?
- Arrien- comes down to a question of changing the culture of sustainability at Concordia? The conference is not, more so affecting development in Africa
- Mark- why haven't they connected w Institute for urban futures?>
- Olivia-they are.
- Mark- is it in our wheelhouse to fund this?
- Devon- how do we feel about entirely denying? Should we go with the suggested funding of food for the conference?
- Emma- is the sustainability side of things an afterthought?
- Raph- I'd hate to see it not happen but i dont think its in our purview to fund
- Devon- should we suggest they talk to CEED or African Student Association
- Marriana- how is starting a conversation about something happening in African cities not contributing to a culture of sustainability? The conversation is the first step to something else. Why is the conversation not a good first step when this has never been
- Mark- great comment however i don't know that thats this groups intention. It appears to cater to a conversation between researchers
- Marriana- what is the intention behind this conference staying within its own community?
- Nial- do we actually know who is attending?
- Devon- there is more work being done on campus to get the wheels turning for more African studies
- Nial- the issues they are bringing up are related to sustainability.

- Emma- so we're funding them, what are we funding? SPC talked food and the hall rental, now that there is more information about accommodations and they haven't chosen airbnb that could be taken into consideration
- Emma- maybe we could fund one thing? Where are they getting food?
- Arrien- looks like hospitality concordia. Shouldn't fund that.
- Emma- we could fund the hall so the conference could happen?
- Emma motions to approve funding for the hall renting of 1300 with stipulation to encourage a project revision request if needed
- Arrien- seconds motion

All approve partial funding for \$1300 with stipulation to encourage a project revision request for more money if needed

Filipino Canadian Futures

- Emma- great sustainability project but problems with budget - didnt identify what they wanted funded
- Don't want to fund travel and accommodation but we were excited about child care services
- Don't know how many actual concordian will be attending
- Only a hand full of students in FOCUS
- Childcare, venue and possibly food were recommended by SPC to fund
- Alot of money and not a lot of students engaged
- Arrien- would go for childcare and venue (\$865)Tiohtiá:ke
- Olivia- impressed with the content of their application, they did their research
- Don't know where food is coming from
- Marianna motions to approve partial funding for childcare and venue (\$865)
- Naill seconds

All approve partial funding of \$865

Planet Based Cooking

- Creating syllabus for vegan cooking workshops
- Issue with wage for project leader at 25\$ and hour
- We will not fund hourly wage that is more than what the SAF's employees make
- SPc said okay for everything except salary
- Question as to where this class is taking place?
- Question as to how to the students are selected?
- They are also grading assignment of the students - which takes a lot of effort
- Do people want to fund this project? everyone nods yes
- Other than the wages are we ok with funding this?
- Emma - all the materials would cost 1193.88
- Should we round this up to \$1200? Yes
- Emma - we shouldn't fund the poster because it is just as good as an online resource
- Arrian motions to approve 1200
- Emma seconds

All in favour to approve \$1200

Art Matters

- Cups that would be used for future art matter events
- How would the cups be managed? How do we ensure they don't get stolen?
- Also if we do this for FASA then we might have to do it for other organizations
- Marianna- they use to give out tote bags and now they don't
- This has a clear waste impact which is great
- Since they have a clear need, because the dish project doesn't have stock, it seems like a sure thing.
- On the application it says that they would create a page on their website to rent the dishes.

- Cups being stolen is just a loss that needs to be incurred
- We shouldn't micromanage this project
- Nial motions to approve full funding
- Marianna seconds
- Motion did not pass 2 approve - 1 abstain - 2 deny
- Arrian motions for full funding with stipulation to collaboration with the dish project to their capacity
- Marianan seconds

4 yes and 1 abstain for full funding of \$2500

Funding left- \$74235

8. Community Announcements & Ancillary Items
September 17th B7 - 3 to 5pm in center for teaching and learning
Mark will send email invite
9. Adjournment