

SAF Board of Directors Meeting Minutes

Wednesday, January 15th, 2020

Meeting Time: 16:30—18:30

Meeting Facilitator: Timir Baran Roy

Meeting Minute Taker: Alexia McKindsey

Members in attendance:

Sebastián Di Poi (SAF)
Oliva Champagne (SAF)
Ariel Dabora (SAF)
Rebecca Black (SAF)
Roy Singer-Shay (CSU Council)
Jordan Landers (CASA)
Julien Golbaghi (ECA)
Katherine Parthimos (FASA)
Emma Campbell (Concordia Community)
Malo Gueguen (Student-at-large)
Krista Jäger (GSA)
Marin Algattus (CSU Executive)
Brett Cox (SC)

Members absent:

Stefan Hodges (Student-at-large)
Maryam El Hebri (ASFA)

1. **Call to Order**

- Timir addresses the recent Iranian flight incident.
- Two Concordian Graduate alumni were amongst those lost; Timir personally knew them.
- Board pays condolences to those lost and affected by the crash.

Action item: Drafting a statement to be circulated by SAF offering condolences and respect in light of crash.

2. **Review and Approval of Minutes**

- Past project (ARMADAS) wanted to know why they were rejected funding, so Olivia shared the minutes from the meeting with them.
 - Minutes from each meeting are available to the public on SAF's website.

Motion to approve the November 26, 2019 meeting minutes:

- Moved by: Malo
- Seconded by: Emma

- *Motion passed.*

3. Review and Adoption of Agenda

- Amendment to 4. SAF General Updates: addition of b. Reallocation of funds.

Motion to adopt the agenda:

- Moved by: Malo
- Seconded by: Katherine
- *Motion passed.*

4. SAF General Updates

a. **Switch from CEO to Executive Director *Vote***

- SAF team collectively agreed the term executive director is a much more appropriate term to describe SAF's current CEO title—CEO is usually reserved for corporations.
- Change will need to be made to the constitution—Board will first vote on the change and then the change will be brought up for ratification during the AGM.
- Q: What was Mark's opinion on this? A: He recommended it, but left the decision ultimately up to Sebastián.
 - Sebastián confirmed with and got approval from the rest of the SAF team.

Motion to change the title of CEO to Executive Director:

- Moved by: Malo
 - Second by: Krista
 - *Motion passed.*
- *Roy enters meeting (4:50 pm).*

b. **Reallocation of funds**

- In last SPC meeting, two projects were reallocated (for \$1,500 and \$600), two other projects will be reallocated (for \$557 and \$1,930).
 - For reasons of partial spending—projects didn't need all the money.
- With these reallocation, total budget is ~\$111,700.00.
- Currently allocated: ~\$48,000.00
- Remaining amount to allocate: ~\$63,700.00
- Details on this can be found on the expenses by project report—SPC looks at it monthly.

5. Committee Updates

a. HR

- No updates

b. SPC

i. Composition/needs

- Based off of KPI's, the majority of project applications received categorize under social justice based themes—therefore SPC wanted to be composed of more members whose experience reflected this category.
 - Brett (our new Board member!) has lots of experience in social justice and chose to be on the SPC committee.
- Change in SAF governance handbook added that members of the SPC must have collective experience in the following fields: social justice, community-building, energy/resources/technology, education and research, health & wellness, waste and food systems.
 - The members do not all have to have direct experience in each topic, however.
- Introduction from Brett: Is SAF's new internal coordinator (replacing Tara) and his background includes a BA in human rights, MA in globalization with engagement in social justice and community building initiatives.
- Q: Can we add sustainable development into the list of themes? A: The current list has worked out to include that; could be potentially problematic to use that label—can be discussed further.
- Q: How was the list formed? A: Has been grand-fathered in and is based off of five years of data collection.
 - Statistics are posted on SAF's website—15 issues fall into 7 general themes.
 - List is used as reference point but is not exhaustive.

b. Fincomm

- No updates—committee will be meeting before the next Board meeting.

c. Marketing/Outreach

i. Composition/needs

- Committee has no KPI's to fall back on like SPC.
- Rebecca laid out potential tasks and skills that ideal candidates would possess.
 - Wordpress experience is especially important.
- Shortage on marketing committee—currently includes Krista and sometimes Roy.
- Will callout to other members of the Board to join when scheduling a next meeting.

6. Project Funding Allocation (5)

- \$63,270.00 left to allocate (\$21,386.00 being requested this month).

Project 1: First Voices Week

- Requesting \$10,000.00
- SPC recommended to reassess with more information.
- Presented by Marin.
- Project consists of an annual Indigenous-led project that hosts activities, panels and events entered around awareness and community building.
- SAF has funded them in the past, but concerns about their current funding requests has come up (gas & taxi funding is requested in budget—things SAF doesn't fund).
- Olivia gave them feedback and asked about venue—Hospitality Concordia has raised their fees, but seems like First Voices has hired their services prior to them raising their fees.
- Identified \$9,250 in funding requests out of their budget.
 - 70% of those requests are labeled TBD—overestimating.
- CSU is funding them.
- SPC requested more information about their schedule—seems reduced from last year.
 - 4 events per day last year; 2 events per day this year—could be due to late hirings.
- Wednesday event is a story-telling and collective food making event using using traditional indigenous ingredients
 - The story (Three Sisters) details their traditional way of growing corn, beans and squash.
 - Each plant supports each other—the corn grows very high for the beans to climb, who also acts as a nitrogenizer for the soil, and the squash grows close to ground and humidifies the soil.
- Priority of funding should be towards the honorariums for non-TBD speakers (6).
- Two options:
 - If they do find other speakers, can they re-apply with a retroactive funding request.
 - We could give them a generalized funding amount that gives them leeway to allocated as they wish and/or ask them to send in a revision request—more accountable.
- One location is marked TBD.
- Update: the total honorarium cost for guests that are not TBD is \$4,250 (not including venues).
- Venues are \$1,750
- Suggestion for funding food—typically sourced from ethical places.
- Venues & guests is \$6,000, food is \$750—just for opening ceremony.
- Suggestion to round up to \$7,000 to give them contingency and once we receive more information about the TBD speakers, SAF can potentially fund these new speakers and ask them to submit a revision request.
 - Typically SAF doesn't ask for a secondary budget (just cheque requisition forms), unless they want more than what they originally asked for.
 - They would not have to submit a project revision request if they let us know in two weeks.

- Revision requests are usually done after event has occurred and if they want to request more funding.

Motion to allocate partial funding of \$7,00 to First Voices Week and once more information regarding TBD speakers are obtained, approve the rest of the requested funding.

- Moved by: Roy
 - Seconded by: Katherine
- Funding \$6,750 (for venues, guest honorariums and food) would include no unknown factors and we could ask them to do a revision request instead if they need more funding.

Motion amended to allocate partial funding of \$6,750 to First Voices Week with the request that they submit a project revision request for the remaining funds needed and that they provide a list of their remaining TBD speakers for our next Board meeting.

- Moved by: Roy
- Seconded by: Katherine
- *Motion passed.*

Project 2: Climate Emergency Committee

- Requesting \$8,745.
- SPC recommended to reassess with more information.
- Presented by Malo.
- Project consists of a group that educates high school, CEGEP & Concordia students on climate emergency through workshops.
- Update: is now requesting \$5,745—revised budget after feedback from SPC was given.
- Requesting \$1,748 per honorarium (3).
- Requested funding for the development of website previously—is now requesting \$500 for their non-profit (NGO) application.
- SPC asked for content detailing the initiatives and tasks of the coordinators.
 - Gave an extensive list of deliverables—justifies their application.
 - Appeared on CBC radio interview—credibility.
- Asked to revise funding request from CCSL—previously asked for \$1,500 and are now asking for \$5,000.
- In terms of impacting a culture of sustainability at Concordia, the project focuses on educating students from CEGEP and high school—could be prospective Concordia students and could have an exponential effect, encouraging these students to pursue issues in sustainability in the future.
- Q: Do they have classes? A: If you look in their deliverables, they plan on giving presentations during intro classes for first year Concordia students and are also giving workshops in high schools and CEGEPs.

- Concern of potential challenge that infiltrating the Concordia class curriculum poses.
- Two Concordia professors in environmental geography are active members.
- Included a letter of recommendation from Dr. Pascale Biron.
- Two Master interns and other professors are also involved.
- SPC discussed concern about hourly wage allocation (26\$ per person).
 - SAF has a policy that doesn't allow for funding hourly wages that are higher than the SAF employees.
 - SAF has enforced it in the past, but could be petty to advocate for lower wages in this case.
- If we do follow this policy, we could subsidize their funding request to meet the hourly wage that SAF follows.
- Q: Have we stepped over this policy in the past? A: Depends on the labeling of the job and whether it is honorarium-based—policy has been in place for a while (enforced it twice last year for two different projects).
 - Two specific individuals from the examples last year had an hourly salary associated to their name—projects included Vegan Food Cooking Classes and Connect Concordia.
- General agreement that SAF should follow the policy in this case as it has been enforced in the past.
- *Julien enters meeting (5:30 pm).*
- Q: If we did offer them funding for wages at \$17 an hour what does the amount come out to? A: It would be exactly \$17.68 per hour for 180 hours (they are currently asking for \$1,748)—\$3,183 for all three honorariums plus 500 for the NGO application.
 - Total amount to fund honorariums following SAF's policy: \$3,683.00.
 - If they end up doing more hours they can submit a project revision request.

Motion to allocate partial funding of \$3,683 to Climate Emergency Committee.

- Moved by: Malo
- Seconded by: Emma
- *Motion passed.*

Project 3: Flight Nook

- Requesting \$1,000.
- SPC approved \$460 for first three flights in December.
- Presented by Brett.
- Project consists of two students & two community members working to help offset carbon emissions and footprint for international Concordia students flying in and out of Montreal yearly.
- Project is funding students to fly carbon neutrally and includes pedagogical themes to educate students on such topics.

- *Jordan enters meeting (5:35 pm).*
- The rest of the \$1,000 funding request is for 5 more flights in March—waiting for feedback to proceed.
- Update: project was unable to apply funding for the December flights—SAF suggested and they agreed that they apply it towards the reading week period instead.
- Project will give out the paid flights as a prize instead of just randomly giving them out to students.
- This is new territory for SAF because usually funding for flying is prohibited.
- The process of the carbon neutralizing/offset includes processing old vegetable oil and repurposing it into jet fuel—company that does this is situated in LA and the project is currently buying the fuel used from people flying there.
- Q: Project mentioned tree planting—are they aware that mono-cultures are created when offsetting? A: Mentioned in part four in visions & goals, but is vague—reason why the project was partially funded.
- *Ariel enters meeting (5:40 pm).*
- SPC liked the possibility of offsetting and found educating international students on the issue valuable.
- Q: How are they planning on deciding who benefits from this? Does it matter? A: Project is currently speaking to associations and student groups (SAF suggested the GSA).
 - Second phase would be giving out the flights in JMSB competition & prizes.
- Initially wanted to fund the pedagogical part and not the flight offsets directly, but the first part was cancelled because they were not able to do it in time.
- Q: What are we voting on? A: Nothing needs to be voted on as the funding request is under \$1,500—just discussion for future reference.

Project 4: Labour Panel

- Requesting \$1,000.
- SPC approved full funding.
- Presented by Marin.
- Project consists of a class CPA where students have to plan a panel.
- This project focuses on labour and climate, specifically in regards to how unions are able to advocate for climate justice.
- SPC was impressed by their timeline & content—very throughout.
- SPC thought it was a fair request.
- Very novel in approach to climate change regarding unions (added to the strength of their application).

- Q: Inclusions of cooperatives? A: Wasn't included as it was not in the scope of their class work.

Project 5: Gentrification Panel

- Requesting \$641.
- SPC recommended to reapply with budget and panel list.
- Presented by Malo.
- Marin steps out of the room because she is involved in the project.
- This project is also in scope of a class CPA and consists of a panel on urban expansion and how local fiscal rules creates possibilities of corruption.
 - Tackles issue of fiscality and how it affects local urban environments.
- Project sent in PDFs identifying the speakers for the event.
 - Speakers include mayor of Drummondville, mayor of Saint-Laurent and former mayor of Westmount.
- Project also sent in more information regarding the content of their panel—more thorough.
- Generally in need of more information—no information regarding honoraria, only gave information on the panelists.
 - Didn't update the budget even though SAF asked for it.
- Concern over what the funding will be used for and over the speaker list.
 - People in high positions of power tend to have ties to interest in gentrification—although this is assumptive.
- If talking about gentrification, we would want perspectives from both sides to be voiced (community & government)—this project seems to only have the government side represented.
- Public servants aren't allowed to receive donations, as per SAF policy.
 - Project will be giving panelists bottles of wine.
- Profiling the panelists could be a good way to make sure what their perspective on the issue of gentrification actually is—we can still learn from these people regardless of their position.
 - Speakers from the side of the community should be invited, but we shouldn't refuse the project just based on the current chosen speakers.
 - Suggestion to fund with the exception that they find speakers to represent the other side.
- Olivia looked up one of the speakers (Stephanie Watt), who publicly advocates for the development of commercial space, sports complexes and pleasant neighbourhoods.
- We are not attempting to silence one side—perspectives shown in the panel should be balanced.
- Q: Should we recommend that the project finds speakers to represent the the other side? A: The panel is happening next week—too late to request.

Motion to deny funding to Gentrification Panel.

- Moved by: Julien
- Seconded by: Emma

- *Motion passed; Marin abstains.*

Funded \$11,893.00 worth of projects this month—\$51,377.00 remaining in allocations budget.

7. Community Announcements & Ancillary Items

a. Canadian Roots Exchange

i. Promo code - ConcordiaOCE

- National gathering that brings together indigenous and non-indigenous youth to work towards reconciliation.
- We have a promo code that allows SAF members to go for free.
- Deadline is January 15th.

- Revisiting of statement addressing Iranian plane crash in which we lost two Concordia Graduate alumni.
 - Statement could be posted on SAF's website and social media.
- Q: What would be the best form for a message like this to take? A: Great idea, but timing may be off—happened a week ago.
- Q: Is any one against having and diffusing a statement of this kind? Is there a precedent? A: Usually SAF's statement have only occurred in solidarity with our projects, we typically don't comment on global affairs.
- Have to keep in mind the people who will be viewing this statement—consider relevance.
 - Relevance are the two Concordia alumni—would be in support of the community.
- GSA called for a moment of silence, Concordia held a candle-lit vigil.

- **Action point:** Statement to be written by the staff and circulated out.

8. Adjournment

Motion to adjourn meeting.

- Moved by: Roy
- Seconded by: Emma
- *Meeting adjourned at 6:05 pm.*