

SAF Board of Directors Meeting Minutes

Tuesday, February 18th, 2020

Meeting Time: 17:00—19:00

Meeting Facilitator: Timir Baran Roy

Meeting Minute Taker: Alexia McKindsey

Members in attendance:

Sebastián Di Poi (SAF)
Oliva Champagne (SAF)
Emma Campbell (Concordia Community)
Krista Jäger (GSA)
Jordan Landers (CASA)
Katherine Parthimos (FASA)
Malo Gueguen (Student-at-large)
Maryam El Hebri (ASFA)
Stefan Hodges (Student-at-large)

Members absent:

Ariel Dabora (SAF)
Roy Singer-Shay (CSU Council)
Julien Golbaghi (ECA)
Marin Algattus (CSU Executive)
Rebecca Black (SAF)
Brett Cox (SC)

1. Call to Order & Land Acknowledgement Protocol

2. Review and Approval of Minutes

- Few changes made to minutes based off the SPC Minutes.

Motion to approve the January 29th, 2020 meeting minutes:

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

3. Review and Adoption of Agenda

Motion to adopt the agenda:

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

4. Land Acknowledgement

- SAF's land acknowledgement in meetings has been an ongoing protocol taken for many years—have forgotten to implement it in recent Board meetings but it is important that we continue doing it.

- Quick discussion about unceded territory and current issues with Wet'suwet'en taking place.
- Only 12 land treaties have been signed in Canada so far.
- Comments about protest and how to show support:
 - PSpreading awareness about government propaganda being released that claims the protests are unlawful.
 - Sustainable Concordia did a phone bank last Friday—go see SC for more info on that.
 - Protest happening in solidarity with Wet'suwet'en taking place this Friday (2 pm) at Saint-Laurent metro.
 - Event happening tomorrow about abolition movement, climate activism—how to support people dealing with the justice system/imprisonment (Stefan will find info and send to the Board!)

5. SAF General Updates

a. Finance Update

b. KPI Update

- Finance & KPI update relegated to 5. Committee Updates.

5. Committee Updates

a. HR

- Debriefs are still currently happening.

b. SPC

- No updates.

c. Fincomm

- No updates.

d. Marketing/Outreach - Krista

i. [New KPI Page on website](#)

- Infographic about projects funded this year and last year.

ii. SRA Winter Application Period - is open until March 22nd

- Rebecca's notes:
- Tell your friends!! Share on [facebook](#)! Or at least 'attend' the event page. Make a class announcement - I'll give you a script!
- Also, the board can even apply!

- Come to the Ceremony to see who and what research gets awarded - Friday, April 17th

iii. Research text based ads - trial over reading week

iv. Postering for SRA's soon

6. **Project Funding Allocation (14)**

- **\$50,774 left to allocate (\$40,320 being requested this month).**
- Fiscal year turns over in June, where our project funding allocation will be brought back up to \$100,000—four months remaining.
 - Could theoretically fund \$12,000 per month or fund more this month, although we most likely will receive less submissions going forward and therefore we don't have to be as conservative with our allocations this month.

Project 1: Stroller Capstone

- Requesting \$500.
- SPC approved full funding.
- Presented by Olivia.
- Project is repurposing hockey sticks and 3D printing parts to make strollers for low-income families.
- Some parents Olivia talked to said they wouldn't use it, but it is one of the few capstone projects received that are advocating to be more socially minded.
- Good overall application.

Project 2: Masters Design Research

- Requesting \$800.
- SPC denied funding.
- Presented by Malo.
- Project consists of an art exhibition held in Mile End for Design students to showcase their work—has very little student engagement.
- Issues brought up:
 - Not evident how this project contributes to a culture of sustainability at Concordia—point of event isn't sustainability.
 - Asking for a lot of funding, including \$500 to fund a plywood sculpture.

Project 3: CUJAH

- Requesting \$700.

- SPC approved funding of \$600 for food.
- Presented by Olivia.
- CUJAH represents the Art History Department—event is held every year.
- This year's event is based around place-making, place-listening.
 - Topic pertains to Indigenous perspectives and comparing that to relevant things happening in the department.
- Project will have a high student engagement and is relevant to SAF's vision.
- Emma: Happy funding wasn't allocated to the gift mentioned in the request.

Project 4: Tourism

- Requesting \$500.
- SPC denied.
- Presented by Malo.
- Exhibition for paintings based around tourism.
- Discrepancies in budget:
 - Wasn't sure who honorariums were going to go to.
 - Application seemed as though it was trying to appeal to SAF's perspective rather than genuinely contributing to sustainability on campus—leaned too much on Dish Project.

Project 5: Immigration Clinic

- Requesting \$1,220.
- SPC denied.
- Presented by Malo.
- Good project, but no ties to sustainability.
- Page 9, Par. 2 of application detailed them wanting SAF to promote itself through the project.
- Budget included \$800 for food at Reggies—SAF would basically be paying for an after-party.
- Olivia gave them feedback and they choose not to to apply it.
- Application was written poorly overall.

Project 6: Loyola Art Hive

- Requesting \$1,091.
- SPC funded \$500 (and talk to Devon).
- Presented by Olivia.
- Project involves bringing plants into to the Loyola G lounge (a currently under-utilized space) to help bring in more students.
- Plants will help with the echo in the space.
- Budget seemed a bit inflated and there was some logistical concerns about student turnover—who will water the plants in the Summer?
- SPC wanted to get them started and supported—connected them to Devon at the greenhouse.

Project 7: JMSBG

- Requesting \$2,000.
- SPC recommended to deny.
- Presented by Malo.
- Project consists of Business students organizing a sustainability competition.
- Seems like they won't be missing out on funds if we don't fund them.
- Funding request was for the prize money—Olivia gave them feedback on the fact that we don't fund prize money and they didn't send in a revised budget.
- Olivia: Felt generally disappointed by application.
- Malo: We've funded this kind of thing before—we just didn't want to fund prize money this time and they didn't care enough to change the request.
- Emma: Found problems with their wording (profit)—doesn't seem like they understand the fundamental problems in sustainability (could be a case of greenwashing?)

Motion to deny funding to JMSBG.

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

Project 8: JM Business Law

- Requesting \$3,020
- SPC recommended to deny.
- Presented by Malo.
- Project consists of a conference for women in Business Law—held at the Downtown National Bank Office.
- Similar greenwashing pattern as last project—their poster shows nothing related to sustainability.
- Their budget states that without funding, the amount of people engaged will drop from 75 to 55 (\$150 per person)—higher cost than usual.
- Food unit cost is \$37 per person—also very high.
- Funding would go towards food and sustainable lanyards.
- No connection to contributing to a culture of sustainability at Concordia.
- Project has corporate sponsors—SAF's name would be next to National Bank.

Motion to deny funding to JM Business Law.

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

Project 9: CARE

- Requesting \$2,743
- SPC recommended to deny.
- Presentation by Olivia.

- Project consists of a document outlining safe and sustainable material practices—conducted by 6 students in the Fine Arts Department.
- Project is in close collaboration with CUCCR—Arrien has doing research on it for 6 years.
- Recommendation to deny was based off of part in document that states it will take 340 hours to complete this document—feels like a lot of the info is already out there?
- Why should SAF fund this? Administration should be funding it.
- SPC agreed that it definitely should exist and is in favour of supporting it but concerns were raised about application and the hours put towards its completion stated.
- Q (Stefan): The administration is funding half of it, is our recommendation that the administration fund more or all of the project? A: Unsure, just relaying what was stated in SPC meeting.
- Maryam: Not in favour of denying all of it; can we partially fund it? Good that the administration is funding half.
- Katherine: In favour of funding this project.
 - Coming from a FASA/Fine Arts perspective who has been in contact with administration, it is typically very hard to get funding from the administration—they getting half the funding is a big step.
 - SAF denying them funding based on the fact that we think the administration should be funding them will create a continual cycle resulting in no one funding them.
- Malo: We would essentially be funding a design intern and project coordinator (240 hours)—assumed this project is more of a design work than a work in research.
 - If they are just trying to design it, it is maybe not the best approach to secure funding from us.
- Katherine: The design labour behind the project is necessary—a big part of the project is having it in one place and making it accessible.
- Emma: Application lacked information ('best practices' as an example that wasn't elaborated on)—we should fund something but not all of their request.
- Q (Krista): Should we fund a couple of the steps they have broken down in their budget?
- Emma: Concerned about application being incomplete.
- Krista: Not familiar with partial funding protocol, but could we give funding for step one & two, for example?
 - Emma: We can do that and also ask them to reapply in September with more examples to show.
- Malo: Open to funding step one—will give them enough time to have the proof of concept.
 - Emma: Step one is for meetings and interviews; step two is data analysis from meetings and interviews—can't have one without the other.
 - Kirsta: Agrees.
- Stefan: In personal experience, having funding for research but no funding to publish the research can be daunting and discouraging.
- Q (Emma): Any insight from projects like this received in the past? A: Sustainable projects do require people being active. Recently, funding honorariums have been a trend, in which SAF should have a good oversight over and make sure they are doing their hours honestly, but we also have to pay people to do the hours that they state, bottomline.
- Q (Krista): Do we give the honorarium funding to them upfront? A: They invoice us, but they won't give more info than what is in the budget—numbers may be a bit inflated, but they could always write a project revision request if they go over the amount initially stated.

- General agreement as to lack of info given for the scope of this project.

Motion to partially \$1,400 for the first two stages of the project CARE.

- Moved by: Emma
- Seconded by: Krista
- *Motion passed*; Malo against.

- *Malo exits meeting (5:45 pm).*

Project 10: Haitian Student Association (Black History Month)

- Requesting \$3,300.
- SPC recommended for partial funding/deny.
- Presented by Olivia.
- SPC discussion was held mainly around the poor quality of application—Olivia gave them feedback that was not applied.
- SPC likes the event and wants to support it, but the application was too unclear.
 - Consists of a series of events currently happening.
- SPC wasn't confident enough to make a decision for partial funding.
- Emma: Didn't want to give funding towards decorations and gifts.
- Olivia: Doesn't seem like they need our money but the BIPOC committee with CSU has recently ran into problems, and therefore we are seeing a lot of Black History Month applications being sent in last minute.
- Maryam: Wants to fund the project knowing what they are doing, but is disappointed given it wasn't the best of applications.
- Marin mentioned in SPC meeting they were doing a screening of the 7th floor Hall protest.
- Q (Stefan): Is it typical that we fund entire series/events? A: Yes, but we expect a higher quality of application.
- Olivia: Budget poses accountability issue.
 - Space rental, day of event and catering is all unclear.
- Q (Stefan): Are they able to reapply? A: Would be retroactive, so no.
 - Olivia: The application is generally so unclear in terms of timeline and what they want us to fund that we don't even know if it would be retroactive.
- Q (Emma): Does anyone want to fund anything? A (Maryam): Would be nice to fund screening (well done and beautiful in terms of the change it evokes), but the application is just too poor.
 - Olivia: SAF funded the screening last year.

Motion to deny funding to Haitian Student Association.

- Moved by: Emma (with apprehension)
- Seconded by: Jordan (also with apprehension)
- *Motion passed*; Maryam abstains.

Project 11: CEED Climate Change

- Requesting \$3,000.

- SPC recommended partial funding (\$800-1000).
- Presented by Olivia.
- Another project from CEED (SAF has received quite a few this year).
- Good application but budget was a bit ambivalent—seemed a little inflated.
 - Majority of funding request would go towards catering and alcohol.
 - \$3,000 for a cocktail at Reggies for 300 people is main ask.
- Still wanted to support them as they had a strong application.
 - Suggestion for partial funding would make for a more reasonable amount of food and alcohol.
- Q (Jordan): Do we typically fund alcohol? A: Yes.
- Krista: Enjoyed application and would like to fund a part of it.
- This project was previously denied at a past meeting, but now there are different project leaders heading the event.
- \$1,500 would be enough for a good cocktail (\$4.50 for a drink ticket).
- Q (Stefan): Is their expectation of hosting 300 people a lot? A: Yes, that’s pretty ambitious.
 - Reduced amount would be reasonable.
 - The cocktail suggests they will have 300 people, but in their project application they mention they expect to engage 200-250 student—we could fund 2/3rd or half of funding request.
 - Emma: Feels better about funding half.
- Q (Jordan): How did the SPC arrive at a suggested funding of \$800-\$1000? A: Marin didn’t want to fund the alcohol, just the food.
- Maryam: Funding half seems good, given we have funded alcohol in past.

Motion to allocate partial funding of \$1,500 to CEED Climate Change.

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

Project 12: Town Hall XR

- Requesting \$5,000
- SPC tabled for BoD meeting.
- Olivia has a perceived conflict of interest—is friends with the organizers, but she has not been in discussion with them about the project, they did not seek feedback from her and she is not a part of any of the organizing.
- Emma may also have a perceived conflict of interest.
 - Potentially taking part in their CSU junction event (not for sure yet)—is in the schedule but not organizing it.
- Emma will remain in meeting and abstain.
- Olivia leaves the room for the discussion of Project 12: XR Town Hall.

- Stefan: We are being asked to fund their projection services—project presented a strong, tight budget for it last meeting and they updated their quote.
 - Potential red flag: they haven't confirmed funding from anyone else since last month's meeting.
- Q (Maryam): What was the issue that came up in our last meeting? A: It was perceived that they were trying to deceive us as the person initially forwarding the application got someone else to apply in their name last minute.
 - The reason why the initial person was not allowed to apply is because they are not allowed a salary—intent was not manipulative but just as a result of convoluted rules.
- Stefan: Raises concern that the people who were previously concerned about the project are not present in today's meeting.
- Emma: Seemed like there were instances of greenwashing in application.
- Q (Maryam): Can we not vote on this, given Board members absences? A (Stefan): Hard to criticize project (personally not against), but people who were concerned last month are not in the room.
- Q (Krista): Did this event happen last year? A: Yes, they projected the clock last year—the organizing group this year is new.
- Q (Stefan): Does anyone have any issues with the project? A (Jordan): No, I liked the project this time and last time.
- Q: If we fund the projector, will they give us the receipt? A: Yes—for room booking and projection services (displaying for 5 days).
- Q (Jordan): Is anyone concerned over the funding amount? A (Krista): Seems like a lot, but unsure.
 - Stefan: New quote was issued at end of January for ~\$8,700—seems like the most up to date and accurate number.
- Katherine: In favour of funding and seems like a cool event—the issue with the Board member last time was in questioning why the names of the applicants was switched—does anyone have current concerns over that?
- Jordan: Likes project and is prepared to fully fund.
- No objections to fully funding.

Motion to allocate full funding of \$5,000 to XR Town Hall.

- Moved by: Jordan
- Seconded by: Maryam
- *Motion passed*; Emma Abstains.

Project 13: UZURI

- Requesting \$5,000.
- SPC tabled for BoD meeting.

- Presented by Olivia
- UZURI gala was a project based around diversity of black culture that was funded last year.
- Consists of an event with music, food and a fashion show (lots of fun!).
- Ticketed event (\$25)—last year was more expensive and less accessible (\$40).
- Last year, SAF funded the fashion designers, models and dancers.
- Q (Emma): Venue? A: Somewhere cool but can't remember—Theatre St. James.
- Weird and funny thing on application: they mentioned they will be using reusable chair and tables instead of one time use.
- Krista: Seems like a cool event and it contributes to social sustainability at Concordia.
- Q (Stefan): Why are the tickets cheaper? A: Venue is less expensive.
- SPC held discussion around how it contributes to culture of sustainability—is more community building and not as climate based.
 - They are asking attendees to wear green and blue and they are being socially sustainable.
- Emma: Concerned about \$5,000 funding request, especially considering we've spent \$10,000 so far today.
- Q (Stefan): Can anyone make a case for how this project is contributing to a culture of sustainability at Concordia? A (Emma): Concordia students are involved—is being organized by the African Student Association.
- Maryam: Doesn't feel like its promoting sustainability that much.
 - Krista made a case for its impact in social sustainability.
- Olivia: The majority of students participating and attending are from Concordia and the event always has a big turn out.
 - Tickets are also a lot more affordable than last year.
 - We could fund tickets instead of the venue, but that could be logistically challenging.
- Emma: Doesn't want to give full funding, but we are only being asked to fund one thing.
- Tickets at \$25 for 200 students is \$5,000.
 - Event is more of a fancy thing and is therefore maybe not appropriate—they have probably already sold tickets given it is happening in a month.
- Emma: We don't need to fund 200 tickets, but maybe only for the people who are not within a financial means to attend.
- Q (Jordan): Why didn't the SPC make a recommendation for funding? A: Last four projects were tabled.
- Maryam: Suggestion to fund \$2,000 for 100 tickets.
 - Clarification: tickets are \$20 (on a sliding scale of \$20-\$30 the closer we approach the event date).
- If we fund 100 Concordia students that's pretty good, considering they had ~200 attendees last year—would make for a more equal mix of people from the general public and students.

- Q (Stefan): What would happen to them funding their venue if we don't fund that? A: They will still have the \$2,000 which will go towards their profit and therefore may inevitably go towards funding their venue.
 - Emma: We are not the only ones funding the venue.

Sebastián enters meeting (6:15 pm).

- Q (Stefan): If we fund the tickets, that is an income line they are already expecting, what would happen to their overall budget? A: They can use the DJ money (for example) towards their venue if they need it. They won't need to sell tickets to make that money anymore.
- Olivia: We could fund something else—we don't want to be writing out 200 cheques—we would be giving them more work as they will have to reimburse everyone who has bought tickets.
- Emma: \$2,000 will cover the artists who are already confirmed.
- Krista: We could bring it up to \$3,000 to fund the food as well.
- Maryam: We could partially fund them and let let them decide where to allocate the funds.
- Katherine proposes funding half of the request.
- Olivia: The actual event isn't completely sustainable, but is socially sustainable.
 - Emma: Expresses concern that they are not getting as much of the student body engaged as our \$5,000 is owed.
 - Seb: The event is off-campus and doesn't seem to be making a super strong attempt at having students attend.
- Q (Krista): What is the general cost of engagement per student? A (Olivia): We don't like to quantify students but from our last KPI's it was \$12 per student.
- Q (Emma): What is our fee levy currently at?: A: \$0.25.

Motion to allocate partial funding of \$2,500 to UZURI.

- Moved by: Jordan
- Seconded by: Maryam
- *Motion passed.*

Project 14: Rap Battles 4 Social Justice

- Requesting \$5,000.
- SPC tabled for BoD meeting.
- Presented by Olivia.
- Project has been getting funding from SAF for many years now (5th year in operation)
 - Events always has a theme and engages students who want to learn how to rap and be musicians.

- Students have to rap about the theme—hard to get artists to be activists.
- Project has community partnerships (Head & Hands, recurring funding from CSU).
- Money that they receive from event is donated to the cause that the rap battle is about.
- Maryam: Issue they are dealing with is relevant to what’s going on right now—good cause.
- Q (Stefan): Venue? A: Somewhere in the Plateau.
 - Venue constantly changes because the event always sells out—hard to get venue that holds more than 200 people (half is Concordia students).
 - General agreement that project had a strong application.
 - Krista: Mentions that we didn’t fully fund the last project that had a similar student engagement
 - Q (Stefan): Has last year’s event engaged students in past? A: Last year’s had a Black History Month theme and hosted workshops.
- Maryam: Seems like this one engages students more (more participation), profit from event is going to a good cause, whereas the last project consists of a fancy dinner event—rap battles are more engaging.
 - Emma: The event is also heavily publicized by on-campus press, which also engages students post-event.
- Q (Stefan): Does anyone have any issues with allocating full funding given the last project we allocated to?
 - Seb: Good to note that this project has a much stronger tie to a culture of sustainability than the last—all money being raised is going towards the Wet’suwet’en relief.
- Olivia: Content of event is activist work—more sustainable than community building.
 - We also tend to fund community projects less.
 - Stefan: Mentions that community building can be just as radical.
- Seb: Project is prioritizing the organizers and paying the rappers.

Motion to allocate full funding of \$5,000 to RB4SJ.

- Moved by: Stefan
- Seconded by: Krista
- *Motion passed.*

Project 15: Social Leadership in action

- Requesting \$6,500.
- SPC tabled for BoD meeting.
- Presented by Olivia.
- Another CEED event.
 - Strange seeing four applications from CEED in the last 6 months—maybe something we should be aware of? Could be asking too much?
- Project consists of a two day case competition with five different topics.

- Applied last minute and Olivia wasn't able to give them feedback.
- Jordan has a perceived conflict of interest—his teammate is applying from JSEC.
 - Jordan will abstain from vote.
- Q (Seb): Was anyone able to find the location of the event? (big cost) A: They list in their application that it is happening somewhere in Concordia (confirmed but still vague).
- Q (Krista): Is their advertising of this event just to commerce students? Q: Yes, it's a case competition so it would just be for commerce students—they have already started the workshops.
 - The actual case competition is happening on March 12th.
- Event is ticketed—something to consider.
- Olivia: Expresses concern with paid case competitions—seems like those involved are paying to do work that goes nowhere.
 - Jordan: It's an opportunity to present in front of employers and if you win you can get recognition—is more of a networking event.
- Seb: Project linked up with partners and collaborators really well.
- Q (Stefan): Sometimes projects in international development can be awkward—is it engaging the diaspora community?
 - Is a partnership with CEED.
- Maryam: Enjoys the workshops.
- Q (Emma): How many students will be engaged? A: 75-100.
- Emma: Is more in favour of partial funding at best.
- Olivia: Project is asking us to fund the event (catering, venue, cocktail).
- Venue and workshops is \$3,500—\$900 in budget line is unclear.
- Seb: There are two workshops being held before the main case competition.
- Q (Stefan): What are the themes for the workshop? Q: International, group and workshop collaboration, group collaboration, sustainable development, etc.
- Emma: Happy to fund space rental but unsure about workshop, didn't specify cost and what the workshops are for.
- This would be the first case competition that we would be funding this year—usually SAF funds a couple a year and our collaboration with CEED has strengthened that.
- Emma: Project should have included more details in their application (where the \$900 is going towards), especially considering they are business students.
 - Seb: It is important to know what the venue is and why it's costing so much.
 - Maryam: They are probably renting the 9th Floor in JMSB—costs about \$1,000 a day for the conference suite.
 - Project may have added contingency in case the rental fee is a bit higher with taxes.

Rebecca enters meeting (6:44).

Motion to allocate partial funding of \$2,600 for the venue rental to RB4SJ.

- Moved by: Emma
- Seconded by: Stefan
- *Motion passed; Jordan abstains.*

Funded \$16,600 worth of projects this month—\$31,174 remaining in allocations budget.

7. Community Announcements & Ancillary Items

a. **Living Soil Symposium SAF Cohort**

- Conference put on every two year by Regeneration Canada based around regenerative agriculture/economies to combat climate change.
- Only way to reverse effects of climate change is to use the soil as a carbon sink by changing our methods of agriculture.
 - Measure carbon input that can, over the long-haul, reverse the effects of climate change.
 - Regenerating is going further than that.
- SAF is looking at how we can have specific ways to measure the carbon input and output that our projects have—to measure how much SAF is helping to fight against climate change.
- Idea is to have a cohort comprised of Seb and a couple of Board members who will have different tasks.
 - Split into specific teams: social media with Rebecca, networking events, etc.
- Regeneration Canada gave us a good deal and we can send five people in total.
- Q: When is the event happening? A: March 21st (Same day as Bill 21 protest).
- Q: Any interest in going? A: Yes!
- Seb will reach out to the Board with more details!

2. Adjournment

Motion to adjourn meeting.

- Moved by: Stefan
- Seconded by: Emma
- *Meeting adjourned at 6:54 pm.*