

## SAF Board of Directors Meeting Minutes

Monday, September 27<sup>th</sup>, 2021

[ONLINE]

**Meeting Time:** 1:00—15:01

**Meeting Facilitator:** Abraham Dawidziak Kiermaier

**Meeting Minute Taker:** India-Lynn Upshaw-Ruffner

### Members in attendance:

Sebastián Di Poi (SAF)

Rebecca Black (SAF)

Duha Elmardi (SAF)

Courtney Witter (SAF)

Faye Sun (CSU)

Rebecca Tittler (Faculty)

Jaime Malone (Intern)

Brett Cox (SC)

Cassandra Lamontagne (Staff)

Jessica Di Bartolomeo (Student-at-large)

### Members absent:

Dileep Ravi Kodira (CASA/JSMB)

Kelley Boileau (ECA)

Maddi Berger (FASA)

Katherine Parthimos (Intern)

Roy Singer-Shay (Student-at-large)

### 1. Call to Order & Land Acknowledgement

#### a. Sign up for next meeting

- Discussion of new statutory holiday for recognition of missing and murdered indigenous women on September 30th

### 2. Review and Approval of Minutes

#### a. [August 27<sup>th</sup>, 2021] BoD Meeting Minutes

**Motion** to approve the [August 27<sup>th</sup>, 2021] meeting minutes:

- **Moved by:** Rebecca Tittler
- **Seconded by:** Roy
  - In favour: Majority
  - Against: None
  - Abstain: 1 person

- *Motion passed*; all approved.

### 3. Review and Adoption of Agenda

**Motion** to adopt the [September 27<sup>th</sup>, 2021] agenda:

- **Moved by:** Brett
- **Seconded by:** Jessica
  - In favour: All
  - Against: None
  - Abstain: None
- *Motion passed*; all approved.

### 4. SAF General Updates

#### a. **Welcome to India-Lynn Upshaw-Ruffner, SAF's new Minute-Taker!**

#### b. **Project Final Report review**

- i. Jaime: Asking attendees if they think there should be changes
  - Rebecca Tittler: Typos
  - Cassandra: Suggests we go over document
- ii. Overall discussion of document:
  - Time commitment for form (remove time frame?), confusing phrasing and wording in places, etc.
- iii. Discussion of project funding reimbursements and project funding checks and balances
- iv. Questions and comments will be continued asynchronously through Google Docs comments

#### c. **Board training/orientation**

##### i. What have people needed this year?

##### ii. What can we add for training?

- Anti-oppression training
- Non-violent communication techniques
  - Rebecca B: have these trainings at the beginning of the BoD training

#### d. **End of SAF/OCE B7 Collaboration**

##### i. Next steps for \$10k

- Batiment 7, reason for unallocated funds, collaboration with SAF has ended
- Ideas
  - Sebastian: Brique par Brique in parc-extension? But staff feel it's too early to start accepting projects as construction is still underway so there cannot be office space. Perhaps starting to accept applications in Winter 2022 or Fall 2022
  - Anniversary funding for 15 years of SAF
  - Rebecca Black: Create rollover fund for community projects?
  - Creation of sub-committee to discuss ideas?
    - Goal of sub-committee: come up with a plan for the money to pitch to the Board of Directors

### 5. Committee Updates

**a. HR/Governance**

- i. Abraham evaluations
  - Debrief with Abraham by HR committee on their term at SAF
- ii. Courtney evaluations
  - Debrief with Courtney by HR committee on their term at SAF

**b. SPC**

- i. So far this fiscal year we have funded 4 special projects and no living lab project
  - Themes not covered by project submissions: Food & Energy, Resources & Technology
  - Have call-outs for projects in coming months focus on these themes
- ii. Check in/Check out meetings
  - Have check ins with project leads in meetings
  - People drafting their projects have the option to meet with SPC, needs to be made more explicit for those making applications

**c. Fincomm**

- i. Meeting notes
- ii. Fall finance report
  - On track for spending and budget, only thing excluded was Batiment 7 which was discussed earlier in the meeting
  - Began making hard copies of finances for institutional memory of budgets
  - Increase in SAF's diversification of funding streams over the years
  - Looking at long term variations of funding
  - Increasing direct deposit limit? Want to increase by \$10,000
- iii. Question of 3rd signatory process
  - Want to implement this for higher direct deposit amounts, a separate document for all three signatures

**d. Marketing/Outreach**

- i. Board Call Out
  - AGM event and board call out are live on social medias

**6. Project Funding Allocation (2 projects to review)**

- a. **General Project Funding Budget:** \$[57,600]
  - \$[0.00] being requested this month.
- b. **Living Labs Project Funding Budget:** \$[124,683]
  - \$[15,240] is being requested this month.

**Project 1: [Buckskin Babes Urban Hide Tanning Camp Fall 2021]**

- Requesting \$[10,000].
- SPC recommends more information.
- Presented by [Cassandra]
- Notes:
  - 6 Concordia students have come up with a project to work with indigenous elders to create a workshop to stretch and tan loose hides. Hides are donated from indigenous communities
  - Funding is being sought out for camp, cultural teachings, food etc.
  - Goals: connect with traditional indigenous practices, space to talk about indigeneity, connect elders to indigenous youth, nation to nation community building, cultural transmission and address culture shock that indigeous student feel coming to the city
  - Budget unclear, more details on spending (digital media and gift-bags), is money going to honoraria or digital media/gift bags? Application and budget outline different uses for the money
  - Duha reached out, they are unable to give full details, haven't had more time to submit further details
  - Board thoughts?
    - Roy: great project, but should it be an annual thing? Maybe for a living lab? He sees issues with budgeting. Open to funding \$8500 dollars for digital media
    - Faye: Agrees with Roy's idea of living lab, suggests we give the project leaders more time
    - Sebastian: Not ideal to give more time, as our decision would have to made very quickly to fit with their timeline, but could be possible
    - Cassandra: Could the SAF logo be included due to time constraints? Should be easy to add if nothing is printed yet. Sebastian says it could be asked to include logo already since SAF through batiment 7 has given funding already to the project
  - Funding approval decided to be moved to online vote

**Motion** to request budgetary details as soon as possible from the project team to vote on this via Doodle poll or to meet on zoom if need be, and also for the inclusion of the SAF logo on the promotional material of [Buckskin Babes Urban Hide Tanning Camp Fall 2021] .

- **Moved by:** Rebecca T
- **Seconded by:** Roy
  - In favour: All
  - Against: None

- Abstain: None
- *Motion passed*; all approved.

## Project 2: [Peer-support Training and Drop-In Services (Center for Gender Advocacy)]

- Requesting \$[5,240].
- SPC recommends full/partial/more information.
- Presented by [Rebecca T.]
- Notes
  - Money is to train volunteer peer supporters
  - Org. provides safe space for LGBTQI+, drop in hours for support, provide on-site support for triggering events
  - Training 26 new people
  - \$3,500 dollars for facilitators, \$60 for food, volunteer appreciation gifts, childcare for trainees, \$900 from CSU BIPOC funding support, \$500 for event venues
  - SPC wants more detailed breakdown of budget
    - Food for meetings? What kind of food etc. got details
    - Volunteer appreciation gifts? Org, specified that culturally appropriate gifts like tobacco for indigenous speakers
  - Liked project, org. does great work
  - Just a question about more details on budget, but they did elaborate when Rebecca asked for further details

**Motion** to allocate full funding of \$[amount] to [project name].

- **Moved by:** Roy
- **Seconded by:** Faye
  - In favour: All
  - Against: None
  - Abstain: None
- *Motion passed*; all approved.

## 7. Community Announcements and Ancillary Items

a. **Meeting accessibility: aim to schedule future meetings after 3:30pm**

b. **Sustainable Concordia AGM coming up on Wednesday at 5:30 ! - [Link to register here](#)**

c. **SAF AGM on October 12th at 6 pm!**

d. **1st National Day of Truth and Reconciliation - Thursday, September 30th, [Every Child Matters March, 1 pm](#)**

## 8. Adjournment

**Motion** to adjourn the [September 27<sup>th</sup>, 2021] meeting.

- **Moved by:** Roy
- **Seconded by:** Rebecca T
- *Meeting adjourned at 15:01 pm.*