

SAF Board of Directors Meeting Minutes

Thursday March 31st, 2022

[ONLINE]

Meeting Time: 16:00- 18:00

Meeting Facilitator: Abraham Dawidziak Kiermaier

Meeting Minute Taker: India-Lynn Upshaw-Ruffner

Members in attendance:

Sebastián Di Poi (SAF)

Duha Elmardi (SAF)

Courtney Witter (SAF)

Rebecca Black (SAF)

Jessica Di Bartolomeo (Student-at-Large)

Faye Sun (CSU)

Erik Huang (Community)

Willem Burnaby (Fine Arts)

Christopher Vaccarella (CSU Council)

Sai Praveen Gudichuttu (CASA/JMSB)

Georgette Pascual (Arts & Science)

Cassandra Lamontagne (Concordia Staff)

Members absent:

Brett Cox (Sustainable Concordia)

Roy Singer-Shay (Student-at-Large)

Julia Maksymetz (GSA)

Kelley Boileau (ENG)

Mitchell McLarnon (Concordia Faculty)

1. Call to Order & Land Acknowledgement

a. Sign up for next meeting

2. Review and Approval of Minutes

a. [February 25th, 2022] BoD Meeting Minutes

Motion to approve the [February 25th, 2022] meeting minutes:

- **Moved by: Christopher**
- **Seconded by: Erik**
 - In favour: all

- Against: none
- Abstain: none
- *Motion passes unanimously*

3. Review and Adoption of Agenda

Motion to adopt the [March 31st, 2022] agenda:

- **Moved by: Willem**
- **Seconded by: Erik**
 - In favour: all
 - Against: none
 - Abstain: none
- *Motion passes unanimously*

4. SAF General Updates

a. 15th year anniversary selection committee

i. Discussion

- Application for program will be open soon
- Looking for diverse group of committee including SAF Board members
- 5 awards of 1500 each, more condensed application process
- Deadline undecided, setting up SAF committee: but 18th or 25th of April would be most likely deadline

5. Committee Updates

a. HR/Governance

i. SAF ED term limits discussion (*Voting item*) (10 minutes)

- Extension of position of executive director position
- Pros and cons of extending the position: wants to get board's thoughts
- Extend the term from 3 to 5 years
- Pros: help with institutional knowledge and strategic planning, longer term means longer partner/community relationships to form
- Cons: financial implications for funding increases, complacency in the leadership role (could be mitigated with checks and balances), original point in 3 term limit: could provide more opportunities for the community to take on the role

- Board ideas:
 - Chris: no problem with the extension: 3 to 5 years is standard. Reduces difficulties of retaining and helps with smoother transitions
 - Erik agrees with Chris
 - Georgette: growth can remain constant in SAF

Motion to approve [the extension of the Executive Director position's term limit from 3 to 5 years]

- **Moved by: Chris**
- **Seconded by: Willem**
 - In favour: All
 - Against: None
 - Abstain: None
- *Motion passed*; all approved unanimously.

ii. SAF Constitutional amendment for board members no longer fitting seat category (*Voting Item*, to be ratified at next AGM)

- Approved by HR governance committee, voted on by board, adopted once ratified at fall AGM

Motion to approve [SAF Constitutional amendment for board members no longer fitting seat category]

- **Moved by: Willem**
- **Seconded by: Georgette**
 - In favour: All
 - Against: None
 - Abstain: None
- *Motion passed*; all approved unanimously.

iii. [HR/Gov meeting minutes](#)

b. SPC

- i. Project reallocations: \$14,851 has been reallocated on March 17th
- ii. Regular project funding budget: \$39,648.75 (\$21,797.75 + \$14,581 + 3,000)
- iii. Living Labs budget: \$90,293
- iv. JMAS Tax Clinic revision request approved (decreased request from \$5,000 to \$2,000 due to project changes)
- v. Approved full funding of \$500 to the Sustained Action Exhibition

c. Finncomm

i. March meeting

- Key internal changes: New concordia unity account info being received
 - Fee levies getting access back this summer
- Line of credit attached to bank account as failsafe due to large admin delays in concordia financial services
- Updating honorarium forms and info from projects to make tax documentation easier

ii. winter fee levy analysis

- Opt-outs in line with projections, graduate income as well
- ~5k deficit from budgeted due to large drop in undergrad enrollment this term

d. Marketing/Outreach

i. No updates

6. Project Funding Allocation (7 projects to review)

a. **Regular Project Funding Budget:** \$[39,648.75]

b. **Living Labs Project Funding Budget:** \$[90,293]

Project 1: [JMAS Tax Clinic]

- Revision request, budget reduced to \$2000 due to changes in project
- Approved
- Presented by [Duha]
 - Notes
 - Approved at SPC meeting

Project 2: [Sustained Action Exhibition]

- Revision request, requesting \$[500].
- Approved full funding
- Presented by [Brett]
- Notes:
 - AUS art exhibition: student artists create works surrounding sustainable issues
 - Open to all concordia students
 - \$500 to cover food and beverages: food from Intermission cafe
 - SPC though project fits well under mandate, full funding approved

Project 3: [Everything Else is Winter]

- Requesting [\$500]
- Requesting more information
- Presented by [Cassandra]
 - Notes
 - 2 week art show, March 30 to april 18th
 - Diversity of practices, plurality of voices of ARTS240: variety of mediums
 - Unique in fine arts, promotes exploration and experimentation
 - \$500 for snacks from Frigo Vert
 - Clear on sustainability measures: including dish project and CUCCR
 - Content of exhibition is lacking in sustainability aspects
 - Duha sent email about projects connection to sustainability, hasn't heard back
 - Chris: would want to hear back from both DART498 and this project before making decisions. Thinks decisions should be tabled
 - Seb: DART498 got back to SAF, will be brought up later. However, event is happening so doesn't think tabling would be helpful
 - Interest in project is low, board doesn't seem enthusiastic and do not see its connections to sustainability

Motion to deny the funding of [\$500] to the [Everything Else is Winter] project.

- **Moved by: Georgette**
- **Seconded by: Cassandra**
 - In favour: Majority
 - Against: None
 - Abstain: 3
- *Motion passed;* approved

Project 4: [Ocean Waste Recovery]

- Requesting [\$1,620.65]
- SPC requests more information
- Presented by [Georgette]
 - Notes
 - Ongoing operation by engineering students
 - Money for equipment and rental space
 - Addressing trash in water by creating a self-sustaining automated robot for waste recovery
 - Waste sorting
 - Vision: provide partnerships with recycling agencies to bring new life to what is collected
 - Enhancing algorithm, want to apply for capstone contest. Tried for other funding, and will continue to find new sources
 - Issue: testing not done around montreal, only done in pools but would like to test it in

- actual bodies of water
- How can they engage with more students? Concrete program to measure success. They are working on various ideas
- Once there is a working prototype they want to interact more with concordia students
- EDML lab will provide some equipment, but most is from online
- Georgette: likes projects, but disorganized application. Overall the project is good and would like to encourage the project as it aligns with SAF.
- Erik: Good that they checked the EDML parts library, recommends that they come in person before buying online since not all parrots are listed online
- Chris: on same page as Georgette, believes its an important project. More awareness is needed on the effects of waste in the ocean, great that this project is bringing up these issues in montreal. In favor of this project.
- Faye: agrees with Chris
- Cassandra: ambitious project, likes the project. Concerned about the small impact of the work. The larger impact should be on education towards the issue, the application should have more of the educational aspects to connect with sustainability issues. Minimal impact on sustainability at Concordia
- Erik: Approving funding sets a precedent for funding these types of final year engineering projects. Really likes the project, but concerned about the use of funding from departments and that sustainability engagement is clearly outlined through the course of the project. If SAF does give funding, could sway future projects towards sustainable projects since they know SAF could provide funding
- Seb: option to give less funding and do some quick math, showing support but not providing full funding
- Erik: will send some messages to get more info on where the funding is coming from, will return at the end

[symbolic] **Motion** to approve the full funding of [\$5,060] to the [Woodnote Revitalization].

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

Project 5: [DART 498: Year End Show]

- Requesting [\$2,000]
- Recommendation to deny funding
- Presented by [Seb]
 - Notes
 - 3 and 4th year design students
 - Did not feel there was a strong connection to sustainability
 - Responded to SAF:

- sustainability aspect: currents of sustainability are present throughout the work materials and process sustainable
 - Space rental is important for networking an interaction with the public
 - Have some sponsors with monetary support
- Seb: The desire for the space makes sense, sponsors are solid. Did not feel connection/ explanation of sustainability was strong
- Georgette: still wants to deny funding
- Cassandra: echoes the feeling of Georgette
- No strong feelings towards approving funding
- Faye: sustainability connections feel tangential, leaning towards denying funding

[symbolic] Motion to deny the funding of [\$2,000] to the [DART498: Year End Show].

- **Moved by:** Georgette
- **Seconded by:** Erik
 - In favour: Majority
 - Against: None
 - Abstain: 1
- *Motion passed;* approved

Project 6: [Mango Lemon Soda]

- Requesting [\$2,000]
- Recommendation to approve full funding
- Presented by [Duha]
 - Notes
 - Short film by undergrad student
 - Social and economic disadvantages, liberation and celebration of Blackness
 - Black women and femme artists behind production
 - Film distributed by local film company
 - Screened at concordia film festival and internationally
 - Panel discussion with BIPOC filmmakers in Montreal
 - Have approved funding
 - SPC loved project, full support for the project
 - Georgette and Erik: both agree it's a great project

Motion to approve the full funding of [\$2,000] to [Mango Lemon Soda].

- **Moved by:** Erik
- **Seconded by:** Georgette
 - In favour: All
 - Against: None
 - Abstain: None
- *Motion passed;* all approved unanimously

Project 7: [Ratgirl]

- Requesting [\$2,000]
- SPC requests more information
- Presented by [Duha]
 - Notes
 - BFA student making a film
 - 19 yo woman living in MTL apt. With rats: tackles renovictions, mental illness, intersectionality, queer identities, sexual harrasment
 - Preproduction phase: production is in summer and fall
 - Screened locally and in north america and Concordia Film Festival
 - Chris: topics are important and relevant, in favor of project
 - Erik: Funding Mango Lemon Soda sets precedent for this

[symbolic] **Motion** to approve the full funding of [\$2,000] to [Ratgirl].

- **Moved by:** Chris
- **Seconded by:** Erik
 - In favour: Majority
 - Against: None
 - Abstain: 1
- *Motion passed;* approved

Project 8: [Woodnote Solidarity Cooperative]

- Requesting [\$5,000]
- SPC requests more information
- Presented by [Duha]
 - Notes
 - Housing co-op for Concordia students, SAF recently funded their revitalization project
 - 5000 to cover costs of policy advisor (for 8 months, 25 hours per month) to write by-laws, mission, roles and responsibilities, clarify code of conduct etc.
 - Aim to present this in their AGM
 - SPC concerned: various lawyers that can do this work for less. Also orgs. Like coco. Project will consider this if their budget is tight
 - Will reach out to other sources to cover these costs
 - Cassandra: wasn't necessary for SAF to fund, could find other places of funding
 - Erik: worst case scenario: if they can't get find they will have to wait for 2 years before they have collected enough money. Could be a good place to put SAF's money
 - Duha: Mitchell mentionned in committee that 8 months might be too long as much of the by-laws can be adapted from preexisting ones
 - Erik: how much would it take for a full-time worker (35hrs), maybe 3 weeks? Would work out to \$3500. Could check in throughout process
 - Seb: by-laws are often tweaked, believes 4 weeks would be enough for getting the ball

rolling. Less funding could promote creativity with who they hier

Motion to approve partial funding of [\$3,500] to the [Woodnote Solidarity Cooperative].

- **Moved by:** Erik
- **Seconded by:** Willem
 - In favour: majority
 - Against: None
 - Abstain: 3
- *Motion passed;* approved

REVISIT to Project 4: [Ocean Waste Recovery]

- Erik: \$800 is coming from the capstone supervisor. Budget aligns with expenses from this allocation
- Seb: prospect of receiving unconfirmed SRA funding is strange
- Chris: lack of clarity surrounding budget makes him uncomfortable moving forward without more information
- Erik: \$800 isn't a hard budget, could be reimbursed for more by the department if need be. Would approve to set a president for this type of project and future sustainable engineering projects. Maybe \$1,000? Strategic about the funding. Maybe match \$800 from the department?

Motion to approve partial funding of [\$800] to [Ocean Waste Recovery], matching the contribution provided by the department.

- **Moved by:** Erik
- **Seconded by:** Georgette
 - In favour: majority
 - Against: None
 - Abstain: 2
- *Motion passed;* approved

Project 9: [Student Leadership Conference (Garnet Key Society)]

- Requesting [\$6,000]
- SPC requests more information
- Presented by [Seb]
 - Notes
 - Wants to organize an event for concordia students
 - Mandate: community involvement, chose to support indigenous reconciliation this year. All proceed of the event will go to resilience montreal
 - SPC wanted more info: clarification on budget, exclusivity about academic performance was a slight issue

- Food will be from intermission cafe
- Clarified their budget will be for food catering, equipment and space allocation
- 100-150 students will attend event

Motion to approve the full funding of [\$6,000] to the [Student leadership Conference (Garnet Key)].

- **Moved by:** Georgette
- **Seconded by:** Cassandra
 - In favour: 3
 - Against: None
 - Abstain: 4
- *Motion passed;* approved
- Willem: membership fee of Garnet Key feels exclusive, wants to look into it more before deciding. On the fence
- Cassandra: Willem is speaking of Golden Key: parasitic organization that only promotes having a line of their CV for money. Garnet Key is based on merit and more competitive. Not super present with outreach, but they do interesting work. Great that they have indigenous representation in the org.
- Erik: How are proceeds generated?
 - Duha: Mentioned that there's a fundraiser throughout event, money collected will go to resilience montreal
- Sai: abstained since there's not much connection to sustainability in the event as a whole besides the speakers
- Seb: would like to see a specific layout of what the event looks like: what are the keynote speakers discussing?
- Erik: Caterer is a good org., money fundraised will go to a good cause. How are we evaluating the long term sustainability visions of these types of conferences? Maybe there could be something in the application about having an event schedule?

Motion to approve the full funding of [\$6,000] to the [Student leadership Conference (Garnet key)].

- **Moved by:** Georgette
- **Seconded by:** Cassandra
 - In favour: all
 - Against: None
 - Abstain: none
- *Motion passed;* approved unanimously

Erik and Jessica leave meeting at 6:00pm - QUORUM WAS LOST

The following votes will be taken to online voting

Project 10: [Co-op CultivAction Urban Agriculture School (SLLFP)]

- Requesting [\$6,950]
- Requesting more information
- Presented by [Duha]
 - Notes
 - Applying for living labs
 - Targets 1.1, 1.2, and 1.6 of the sustainable food plan
 - In the process of becoming a cooperative
 - Summerlong hands on farming course for students, with expert guests
 - Filling in gap of city farm school program which ended
 - Want to give credits through LOYC420, have letter of support from sustainability program
 - Funding for paying for profs and guests in program
 - Cassandra: great fit for living labs project, provides a hands on learning activity on campus. Funding would allow the course to be free for students
 - Faye and Willem agree

[symbolic] Motion to approve the full funding of [\$6,950] to the [Coop Cultivation Urban Agriculture School] project.

- **Moved by:** Willem
- **Seconded by:** Chris
 - In favour: majority
 - Against: None
 - Abstain: 1
- *Motion symbolically passed;* approved

Project 11: [DINAH's Healing]

- Requesting [\$10,000]
-
- Presented by [Duha]
 - Notes
 - Two day event on sept 30th and oct 1st
 - Safe space for sexual assault survivors in the BIPOC community, working towards healing
 - Given in part by SARC
 - Trauma sensitive yoga and therapy sessions, workshops
 - Many partnerships on campus from the Black/African diaspora groups
 - Georgette: high amount of money, likes project but wants to look into it
 - Funding would be to rent a large space
 - Project would be okay if project is considered again at a later date
 - Would prefer being considered at a later date rather than partial funding
 - Cassandra: scale of event seems to have a large reach and will help many people. But gets

- the sense that it is one person doing all this work and seems to be a lot to take on alone
- Seb: seems to be inaugural event for the project
- Georgette: a couple of names are listed in the applications, at least 3 people in application
- Duha: they are an organization called DINAH, a collective but not known how large their team is
- Unanimous favor towards the project
- Voting/discussion moved to online

Project 12: [Mind.Heart.Mouth Collective Garden (SLLFP)]

- Requesting [\$14,120]
- Recommendation to approve full funding
- Presented by [Duha]
 - Notes
 - Developing urban agriculture spaces
 - Secured partnership with new hope, an organization that works with elderly people in NDG
 - Using their space to fight food insecurity, teaching about growing food, intergenerational approach. Volunteering opportunities
 - Many engagement opportunities on campus for students and faculty
 - Funding for honoraria, tools, materials. Engage a student with a support position for the project
 - Living lab project addressing the food and research plan
 - Seb: strong project, well organized
 - Georgette: aligns well with SAF, great project

[symbolic] Motion to approve the full funding of [\$14,120] to the [Mind.Heart.Mouth Collective Garden].

- **Moved by:** Cassandra
- **Seconded by:** Willem
 - In favour: All
 - Against: None
 - Abstain: None
- *Motion symbolically passed;* all approved unanimously

7. Community Announcements and Ancillary Items

a. Indigenous Solidarity Best Practices Workshop

b. **Breathing Room: link expires in 7 days** <https://discord.gg/HerDbJOy>

i. Check out magrus lore if you wanna be terrified, its pertinent to conversations about colonialism and the environment

ii. I'm currently juniperbrum in the space: @ me if you need anything or @nobuhojimichaan, who is the primary next to Magrus in the magrus lore work. Please do come in and take room!

8. Adjournment

Meeting adjourned at 18:22.