

## **SAF Board of Directors Meeting Minutes**

**Wednesday May 4th, 2022**

**[ONLINE]**

**Meeting Time:** 11:00- 13:00

**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)  
Brett Cox (Sustainable Concordia)  
Jessica Di Bartolomeo (Student-at-Large)  
Faye Sun (CSU)  
Erik Huang (Community)  
Roy Singer-Shay (Student-at-Large)

Christopher Vaccarella (CSU Council)  
Sai Praveen Gudichuttu (CASA/JMSB)

Mitchell McLarnon (Concordia Faculty)

### **Members absent:**

Julia Maksymetz (GSA)  
Willem Burnaby (Fine Arts)

Georgette Pascual (Arts & Science)  
Kelley Boileau (ENG)  
Cassandra Lamontagne (Concordia Staff)

## **1. Call to Order & Land Acknowledgement**

### **a. Sign up for next meeting**

## **2. Review and Approval of Minutes**

### **a. [March 31st, 2022] BoD Meeting Minutes**

**Motion** to approve the [March 31st, 2022] meeting minutes:

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

- Against: none
- Abstain: 1
- *Motion passes*

### 3. Review and Adoption of Agenda

**Motion** to adopt the [May 4th, 2022] agenda:

- **Moved by: Brett**
- **Seconded by: Christopher**
  - In favour: all
  - Against: none
  - Abstain: none
- *Motion passes unanimously*

### 4. SAF General Updates

#### **a. SRA ceremony tonight! 5-7 PM**

i. [Zoom link](#)

#### **b. Budget reallocation for SFP from SLLFP**

i. No official decision could be made until quorum

ii. CSU approved the reallocation, as well as SAF, pending board approval

iii. Discussion

- 50,000 donation to Living Labs from CSU
- Proposed moving funds over due to no LL projects submitted for this month
- Any unused funding could perhaps be moved back to LL
- Roy: curious about implication of leftover funds rollover
  - Seb: would rollover to next fiscal year
- Erik: Were there any stipulations for donation?
  - Seb: was to support living labs. Faye spoke with the CSU and they were comfortable with the change. Budget turns over on June 1st.
- Erik: Would moving more funding than 35,000 make sense?
- Seb: if all of the CSU money is moved, that would leave 19,000 for living labs
- Courtney: if unapproved, projects would have to reapply should the SFP funding run out before June 1st
- Roy: 35,000 makes sense as it leaves more money to Special projects, but also leaves money should there be 2 living lab projects next month

**Motion** to approve the budget reallocation of [\$35,000] [from the Living Labs budget line to the Special Projects budget line].

- **Moved by: Erik**

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

## **5. Committee Updates**

### **a. HR/Governance**

- i. Developing JEDI policy, tweaking Hiring policy
  - Justice, equity, diversity and inclusion strategy

### **b. SPC**

- i. Regular project funding budget: \$13,627.8
- ii. Living Labs budget: \$69,293
- iii. Approved two revision requests
- iv. Approved full funding (\$1,220.95) Unsettling event series

### **c. Finncomm**

- i. Meeting next week or two to discuss and finalize draft for 2022-23 year
  - Will be presented for full board approval May meeting

### **d. Marketing/Outreach**

- i. 15 Year Anniversary Fund
- ii. SRA Recipients
- iii. SRA Report
- iv. AUS Sculpture Instagram Takeover for April/May

## **6. Project Funding Allocation (8 projects to review)**

**a. Regular Project Funding Budget: \$[13,627.80]**

**b. Living Labs Project Funding Budget: \$[69,293]**

### Project 1: [Free Menstrual Products]

- Revision request
- Approved
- Presented by [Duha]
  - Notes
    - Previously funded for \$15,000, had to maneuver around shipping costs, now its pick-up for students
    - Reallocated the money to purchase more products

### Project 2: [ICOP Social Business Case Competition]

- Revision request
- Approved
- Presented by [Duha]
- Notes:
  - Wanted to change the caterer from Cafe Intermission to a different one, was approved, but ICOP went back to cafe intermission in the end.

*Erik arrives to meeting at 11:43am*

*Mitchell arrives to meeting at 11:44am - **QUORUM REACHED***

### Project 3: [Hamidou Horticulture]

- Requesting [\$1,000]
- Requesting more information
- Presented by [Duha]
  - Notes
    - Project that is making locally grown food baskets
    - Grows native international plants and seedlings
    - Geared towards filling the gap of products needed by immigrants and afro-descendant communities in Montreal
    - Educational component to project
    - Funding is for food baskets that are made on a subscription basis
    - Have SHIFT funding and is using space at the Concordia Greenhouse and Loyola Gardens
    - 400 for materials, 600 for space rental for tabling in farmers markets
    - Questions about what farmers markets? Also asked about SHIFT funding and logistics. Interns are working 4 hours for a total of \$300. SAF would pay 1/3 of total space rental cost
    - Roy: concerned about costs of greenhouse spaces, glad that they have access to spaces in the city, is curious to see the development of the project. Supports the spirit of the project

- Seb: invasive species question? Most/all are annuals so it is not a concern. Did they address this specifically?
  - Duha: they did not specifically address this
- Roy: concerned about invasive species, would be good to know the project is aware of this. Has faith in them that they are aware, but would be nice to be clear about this.
- Seb: is a board member at the greenhouse. He met with Hamidou at the greenhouse, got a good impression that the species are not invasive and are annuals that will strictly grow in a specific time of our climate. Invasive species convo is very nuanced
- Mitchell: Is there a concern that the plants will harm local species?
  - Abraham: seems to be a question of due diligence on the part of SAF
- Mitchell: Will this address food security in a meaningful way? Questions the validity of their sources and if gardening actually solves the problems they aim to solve. Overstated claims in garden projects. Believes project is interesting nonetheless
- Seb: fills a cultural gap in many food projects SAF has supported Main mission of growing culturally appropriate food
- Roy: Not so much food insecurity, more of the goal of access to ethnic foods that are more affordable and fresh. Really likes the project
- Erik: How does the food get from farm to table?
  - Duha: vegetable subscription based food baskets and afro communities across Montreal

**Motion** to approve the full funding of [\$1,000] to the [Hamidou Horticulture] project.

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

***REVISIT TO adoption of minutes and agenda and SPC reallocation with quorum due to Erik and Mitchell***

#### **Project 4: [Unsettling Event Series]**

- Requesting [\$1,220.95]
- SPC approved full funding
- Presented by [Duha]
  - Notes
    - Already approved by SPC
    - Event has been happening in concordia for sometime
    - Multi-part series that invites students, faculty and alumni to participate in reflective conversations around systemic racism and other social issues

- Organizing group is made up of students and staff of concordia
- Indigenous directions office involved in conception of this series focusing on non-indigenous learning
- Money for honoraria for speakers
- Erik and Mitchell: agree that it is a great project

### Project 5: [Concordia Film Festival 49th Edition]

- Requesting [\$3,000]
- Recommend funding, without an amount determined, TBD at board meeting
- Presented by [Brett]
  - Notes
    - CFF is annual film festival by students for students
    - Festival is a platform for film students to have opportunity to showcase their work and connect students with professional opportunities
    - Majority of films surround themes of social justice
    - Platform for international undergraduate students under their spotlight section
    - Last time event was held was in 2019
    - SPC liked the project, but through the ask was high
      - 350 going towards dropbox subscription, rest going to streaming service. But SPC doesn't want to micromanage either
      - Conclusion: SPC to recommend full funding, but also motion to recommend partial funding
      - Could SPC speak towards attendance numbers: approx. 300 students attended in 2019
    - Brett: supported full funding, believes project aligns with SAF's mission. Content aligns with sustainability. Helping students have a platform to showcase their hard work. Opportunity to work with students around the world. Thinks budget is fair. Does not have experience attending a concordia film festival
    - Roy: Are there in person screenings? Great that films are being made accessible online, more students could engage with the festival. Fully supports funding
      - Duha: hybrid model of in-person and online screenings
    - Roy: Dropbox functions?
      - Duha: storage and organizational tool
    - Mitchell: thinks funding is reasonable
    - Erik: would dropbox plan/tier make a difference to us? Could another company's service work?
    - Mitchell: considering dropbox environmental impact, does not want to deny funding though
    - Erik: dropbox should be clarified, dropbox website prices don't seem to line up with their request. Ask for bills and clarification, seems that both asks were bought already
      - Duha: timeline could have been adjusted but not resized in SAF application
      - Rebecca: reimbursements have been approved in the past
    - Erik: did they receive funding from the small grants program? They provide up to 1000 in support of projects
    - Mitchell: still supports funding despite the nitpicks on budget

**Motion** to approve the full funding of [\$3,000] to the [Concordia Film Festival 49th Edition], but ask to confirm Dropbox subscription plan prices.

- **Moved by:** Erik
- **Seconded by:** Mitchell
  - In favour: all
  - Against: None
  - Abstain: none
- *Motion passed unanimously*

### Project 6: [I want my LGBTV]

- Requesting [\$5,000]
- Requesting more information
- Presented by [Brett]
  - Notes
    - A performance art piece exposing the creation of a video art series about an LGBT hotline. Cast and crew are concordia students and alumni and community members
    - A show that creates a diverse image of queer labour of the filming industry
    - Art Souterrain is showing the performance
    - Footage of live performance will be used in a later series
    - SAF: to pay for post-production costs. Contribute to printing and social media outreach, honoraria for production and pre production. \$300/person, 36 person team
    - All other funding streams have been approved except the alumni association
    - SPC questions: surrounding timeline, project happened and they want retroactive funding for honorarium. Asked project to clarify production equipment costs and honoraria situation.
      - They said 300 was always what was budgeted: if no saf funding was received then 100 would only be able to be given. Want to be transparent with honoraria with SAF
      - SPC was mostly in favor of the project
    - Mitchell: presentation was thorough, feels dates and timeline have been clarified. Sustainability links aren't clearly defined, but their application does state how their themes addressed sustainable aspects. Feels the ask is high, but given the labour involved in the art industry, the ask makes sense. Mitchell agrees with the funding
    - Erik: for sure the team has worked more than 20 hours each, 300 dollars probably doesn't cover their labour. What was the reach of the project?
    - Roy: they address important themes. Would like to see what their numbers were for attendance, but doesn't have a problem with funding it
    - Faye: is this recurring? Maybe next year SAF can offer more promotion?
    - Rebecca: SAF will obtain that info in the final report

**Motion** to approve the full funding of [\$5,000] to [I want my LGBTV].

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

### Project 7: [Concordia Th3rd Place]

- Requesting [\$9,000]
- SPC requests more information
- Presented by [Brett]
  - Notes
    - Want to create a social media platform exclusively for students of concordia
    - Provide a way for students to find school peers
    - School email sign in to ensure safety
    - Daily activities, accessibility for introverted students
    - Analytic tools built into app for university to monitor student mental health over time
    - In communication with concordia mental health services and researchers
    - App can help students connect in a more organic way
    - Socially supporting peers
    - Budget ask is for 4000 toward events, outreach and activities, 5000 towards honoraria for production team on the app
    - All other funding sources are pending
    - SPC: really liked the project, seemed interesting and fills a big need for students. Wanted more specific clarifications of where SAFs funding will go specifically. Idea of data tracking and concordia admin being interested is BS, since they don't need more data to know students are stressed
    - Mitchell: Sees how students are struggling in new ways given the times. Concordia's services aren't designed to support students, is interested in this proposal as a way to better support students
    - Erik: worried about the long-term of this project. Gives Facebook 2.0 vibes. How is a platform like this sustainable? How is the platform being moderated? Where would future honoraria funding come from? Do they have plans for the project to be bought by another company
      - Duha: goal is to get the app institutionalized and paid for by Concordia
    - Erik: would be a really cool project if it would work
    - Mitchell: neoliberal in that SAF had to support an initiative that should already be existing. Might send a strong message if funded that the university should fund it if a fee-levy group like SAF supports it
    - Erik: project could become a fee-levy group with different chapters at many universities
    - Roy: why are the events held at Juliette et Chocolat? Why not a concordia space? Juliette et Chocolat doesn't seem very sustainable in terms of chocolate sourcing. LCBGQ typo?
    - Faye: support in general, could use better support for outreach and promotion/event



- planning
- Roy: project has lots of potencial, SAF could be there to give the project its start. Wouldn't want to turn down project for small nitpicks
- Faye: many community projects are experimental in nature and there is a lot of trial and error in their development

*Chris steps out of meeting at around 1:00pm, **quorum temporarily lost**, BoD will return to this motion*

**Motion** to approve the full funding of [\$9,000] to [Concordia Th3rd Place].

- **Moved by: Roy**
- **Seconded by: Erik**
  - In favour: all
  - Against: none
  - Abstain: none
- *Motion passed; unanimously approved*

#### Project 8: [Buckskin Babes: Collective Capacity Building - Sustaining Engagement]

- Requesting [\$10,000]
- SPC requests more information
- Presented by [Duha]
  - Notes
    - New projects by Buckskin Babes
    - Success of moosehide initiative project (funded by SAF)
    - They have 4 different moose hides. Community orgs have a lot of demand for the group
    - Want to do more strategic organization to best support community demands
    - Want to organize an intensive video workshop so they can have better production and documentation for their works
    - 4 day intensive workshop with collective on the land
    - 10,000 would pay for digital media workshop and mentorship, rental of airbnb for workshop, honoraria for collective members, hour bank of 114 hours at 35/hr for admin related labour
    - SPC asked about airbnb, more info on admin and strategic planning work. Have not heard back yet, they take time to communicate back. SAF has had a great experience funding them in the past
    - Erik: have they sought funding from anywhere else? Details of airbnb rental?
      - Duha: hasn't heard back
      - Duha: land based work airbnb, don't know specific details. SPC trusts the group of people, and they care about details like that
      - Seb: concluded that the organizers have chose airbnb due to the exhaustion of their options
    - Mitchell: excellent project, is in support. Suspects funding will be received from Bishop's university
    - Have funded them 10,000 for buckskin Babes project, have been funded via Land is our

- Teacher project in the past thru Batiment 7 as well
- Faye: is not concerned about need for air bnb due to indigenous student's need to access land
- Roy: would like a description of what exactly the admin work entails. Feels the decision on funding could wait a month pending these details. Supports the project otherwise. Project budget felt a bit bare
- Faye: would the project be suitable for a living lab?
  - Roy: not yet? Could use the money to develop their collective, then they could be a living lab once more established. Sees living lab as the next step
- SAF discussion of separate fund for BIPOC led projects that have different barriers of access
- Erik: could approve money for everything except for \$2000 of admin costs, which is contingent of showing proof of admin breakdown. 8,000 could get the ball rolling
- Faye agrees

*Christopher returns 1:10pm - **QUORUM RETURNED***

**Motion** to approve partial funding of [\$8,501] to the [Buckskin Babes: Collective Capacity Building - Sustaining Engagement], with the allocation of [\$1,499] pending the approved job description for admin and strategic planning budget line.

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

#### 7. Community Announcements and Ancillary Items

- a. <https://foodhero.com/>
  - i. If anyone wants reduced food prices and help reduce grocery CO2 emissions :)
- b. **SRA ceremony tonight! 5-7 PM**
  - i. [Zoom link](#)

#### 8. Adjournment

**Motion** to adjourn the [May 4th, 2022] meeting:

- **Moved by:** Brett
- **Seconded by:** Mitchell

- In favour: all
- Against: none
- Abstain: none
- *Motion passes unanimously*

*Meeting adjourned at 13:24.*