

SAF Board of Directors Meeting Minutes

Thursday December 8th, 2022

[HYBRID IN-PERSON AND 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)
Katherine Parthimos (SAF)
Paige Keleher (Sustainable Concordia)
Angelica Antonakopoulos (Student-at-Large)
Sean Levis (CSU)
Erik Huang (Community)
Mohammad (Haman) Jamali (Student-at-Large)
Asif Ali (GSA)
Elizabeth Malitastinic (Fine Arts)

Georgette Pascual (Arts & Science)

Cassandra Lamontagne (Concordia Staff)

Members absent:

Rasha Ali (CASA/JMSB)

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. [October 21st, 2022] BoD Meeting Minutes

Motion to approve the [October 21st, 2022] meeting minutes:

- **Moved by:** Erik
- **Seconded by:** Angelica
 - In favour: majority
 - Against: none

- Abstain: 1
- *Motion passes*

3. Review and Adoption of Agenda

Motion to adopt the [December 8th, 2022] agenda:

- **Moved by: Cassandra**
- **Seconded by: Michell**
 - In favour: majority
 - Against: none
 - Abstain: 1
- *Motion passes*

4. SAF General Updates

a. Fee Levy Increase!

i. Next steps / quick discussion

- Eliminating deficit
- Start looking at wages
- Looking into next steps
- SAF has highest fee levy and funds many other orgs, want to model sustainable labour practices
- More liberty financially to meet industry standards

ii. Tentative budget for Winter 2023 semester tbd at December board meeting

- December board meeting will happen in January

5. Committee Updates

a. HR/Governance

i. Meeting December 12th

- To discuss:
 - Cost of living assessment
 - Staff wages

b. SPC

i. Regular project funding budget: \$37,387.49

ii. Living Labs budget: \$89,039

iii. \$50 approved for the CSCE Clothes Donation Drive

c. Finncomm

i. Currently completing year end activities - committee will be meeting in the next two weeks to discuss fall semester and upcoming budgets/plans

d. Marketing/Outreach

i. Mitch staying with SPC, welcome Paige to Marketing

6. Project Funding Allocation (11 projects to review)

a. Regular Project Funding Budget: \$[37,387.49]

b. Living Labs Project Funding Budget: \$[89,039]

Project 1: [CSCE Clothes Donation Drive]

- Requesting \$100
- Approved partial funding of \$50
- Presented by [Duha]
 - Notes
 - Already approved at SPC meeting
 - Concordia society for civil engineering
 - Already happened, \$50 for snacks and \$50 for advertising
 - \$50 given for advertising
 - Drink coupons as incentive to donate was weird to SPC so they only approved ad budget

Project 2: [Le Petit Vélo Rouge (LPVR) Returns]

- Requesting \$[1,781].
- Recommendation for full funding
- Presented by [Cassandra]
- Notes:
 - Erik is a volunteer
 - Non-hierarchical non-profit
 - Made up of primarily concordia students and
 - Volunteer refurbished bikes, low cost membership, DIY workshops
 - Anti-oppressive community space for community members to skillshare on bike repair

- Budget request out of a total of \$3,160
 - \$1,691 is for insurance premiums
 - \$50 for bike parts
 - \$50 outreach and materials
- Erik left conversation due to conflict of interest
- Project had many support letters providing support of excellent service to community and Concordians

Motion to approve the full funding of [\$1,781] to the [Le Petit Vélo Rouge (LPVR) Returns] project.

- **Moved by: Sean**
- **Seconded by: Paige**
 - In favour: 6
 - Against: None
 - Abstain: 2
- *Motion passed*; approved

Project 3: [Aramark Video Screening (CUTV)]

- Requesting [\$1,500]
- Requesting more information
- Presented by [Duha]
 - Notes
 - Project from october
 - Screening of a film, already happened November 26th
 - \$1500 to cover outreach, food, honoraria
 - Never responded with clarified budget to Duha, not sure if org still needs money
 - Video discusses why it's problematic to support Aramark, Concordia's main food provider. Labour issues with org.
 - Whole film is available online to watch
 - Sean: attended screening, CSU also funded it. Spoke to how aramark is a bad solution, proposing alternatives led by concordia food coalition. Want to provide local food for concordia students, a successful screen and panel
 - Erik: Are there any budget items we'd like to retroactively fund?
 - Seb: We don't know who the honoraria are for?
 - Duha: not sure, hasn't received any response
 - Sean: they got funding from CSU, but he's not sure how much. The event had four panelists and food. Event has been paid for, funding approved by CSU.
 - Duha: application notes \$200, if that's the case then that doesn't pay for most of the budget lines. Motion never passed in october, and information asked for hasn't been received
 - Cassandra: they had the opportunity to give details but didn't. It's not enough for me to feel comfortable funding. More comfortable rejecting
 - Board has same feelings due to lack of info

Motion to deny the funding of [\$1,500] to the [Aramark Video Screening (CUTV)] project.

- **Moved by: Cassandra**
- **Seconded by: Asif**
 - In favour: 5
 - Against: 1
 - Abstain: 2
- *Motion passed;* approved

- Sean: voted against due to desire to fund project retroactively to reimburse organizers when they respond to emails
- Paige: they didn't respond so doesn't feel confident
- Erik: should there be a deadline to provide info so money isn't tied up forever?
- Seb: Maybe they didn't follow up because they received other funding? SAF's ask wasn't high for budget clarification. Maybe folks didn't feel comfortable supporting the project b/c of this lack of clarification from project funders
- Facilitator: motion still holds - moving on

Project 4: [Anti-colonial dinner (Le Frigo Vert)]

- Requesting [\$1,500]
- Requesting more information
- Presented by [Duha]
 - Notes
 - From Frigo Vert, Peoples Potato, Midnight Kitchen, funded in the past
 - Alternative thanksgiving at Native Friendship center
 - Have food and bring people together to talk about decolonisation
 - Reduced their ask to \$1500
 - Duha didn't receive clarification of breakdown of updated budget
 - Saw schedule of events. Duha didn't see advertisements for dinner, unsure if event even happened or was postponed
 - Communication is difficult, but part of the reason may be due to Frigo vert going through a fee levy increase campaign
 - Project lead mentioned they didn't have all details at the time since they were a grant writer outside the org.
 - Asif: effects and benefits seem unclear, doesn't see benefits of dinner and lack of support in documents of application
 - Paige: good project, any way to fight colonialism is a good thing
 - Erik: event has happened many times, annual and precedent for impact of event. Maybe they didn't indicate impact as clearly due to precedent of event? Event seems strong, but lack of budgetary info is leading me to hesitate
 - Angelica: maybe we can approve the funding based on the receipt of clarifications for the budget?
 - Seb: issue is that we'd need to decide what categories we want to approve, we

need more details on what exactly honoraria, catering etc is going to. But unfortunately we have no idea where the money is going

- Erik: Additional complexity is that we don't even know if the dinner itself happens
- Seb: Motion would have to include several ifs and buts
- Cassandra: maybe we can table until a future meeting pending their replies to Duha's requests
- Haman: is against funding catering. Maybe we can partially fund the project when they give more details. Doesn't believe all money should go to catering

Motion to table the [Anti-colonial dinner] project until the next meeting.

- **Moved by: Haman**
- **Seconded by: -**
 - In favour:
 - Against:
 - Abstain:
- *Motion not completed*

Motion to reject the [Anti-colonial dinner] project.

- **Moved by: Asif**
- **Seconded by: -**
 - In favour:
 - Against:
 - Abstain:
- *Motion not completed*
- Sean: SAF often supports locally sourced foods for catering and funds things like that often. Would be happy to support given more information
- Erik: comfortable funding catering given details provided on source and amount of catering
- Asif: what are the benefits of catering?
 - Seb: gathers people together to discuss issues in this context, gathering around food can spark conversation and build community. Facilitating groups building community. Provided that the caterers are sustainable and inline with SAF values, ethical and local. In these contexts there is strong precedent for funding these types of catering
 - Asif: the project must be serious enough to include details of this catering if its so important to the cause.

Motion to table the [Anti-colonial dinner] project until more information is obtained from the organizers.

- **Moved by: Haman**
- **Amended by: Erik**

- **Seconded by: Sean**
 - In favour: Majority
 - Against: 1
 - Abstain: 1
- *Motion passed;* approved

Project 5: [If the shoe fits]

- Requesting [\$2,000]
- Recommendation for full funding
- Presented by [Duha]
 - Notes
 - Student exploring the impact of Christianity of african cultures through a post-colonial lens, a film project and multi-media installation
 - 2000 from a 6266 budget
 - 5 honorarium to be funded for students working on the project

Motion to approve the full funding of [\$2,000] to the [If The Shoe fits] project.

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

Sean exits meeting at 18:20

Project 6: [Aking Senakulo]

- Requesting [\$2,500]
- Recommendation for full funding
- Presented by [Erik]
 - Notes
 - Experimental film with multiple interacting screens
 - Intersections with sexual identity and gender from a filipino perspective and a post-colonial lens looking at the rise of christianity in the region
 - Budget will be going to set materials and crew
 - Film being made for a concordia class, working alongside profs
 - Hoping to submit final film to concordia film festival
 - Also receiving funding from FASA
 - Start filming in January, releasing in May

Motion to approve full funding of [\$2,500] to the [Aking Senakulo].

- **Moved by:** Paige
- **Seconded by:** Angelica
 - In favour: Majority
 - Against: none
 - Abstain: 3
- *Motion passed;* approved

Project 7: [Peer Support Training and Drop-In Services (Center for Gender Advocacy)]

- Requesting [\$8,830]
- Requesting more information
- Presented by [Seb]
 - Notes
 - Project funding by SAF every year its existed
 - Peer support for students trained, volunteers
 - Activities like peer support groups: exploring outside the boundaries, non-binary support groups etc.
 - A project well aligned with SAF
 - Ask funding wise: part will go to honoraria for workshop facilitators and food for meetings. Also funding for canva and calendly subscriptions, artist honorarias, childhood and transportation vouchers, materials, etc.
 - SPC needed more info about alternate funding sources, more info about promo materials
 - SPC was in favor of the project
 - Duha: received information. Asked for operational budget, having a deficit due to a court case, has been around since 2014 (90% done),
 - questions around budget: gad party: Hive space booking and food and drink, diploma printing, added details about recording workshop: participants receive training in field recordings, to reflect on spaces that queer bodies occupy. Accessibility costs: SPC found it too little. Center was approved for a federal grant, gov is paying for childcare, amount from SAF is an extra accessibility costs. Promo details: 40 tote bags, screenprinting, pin maker supplies, posters and pamphlets. CSU BIPOC grant: waiting to receive decision by mid-december
 - Erik: great example of a group responding to information requests. Information is very through
 - Paige: is the training done by an external facilitator? Duha: all BIPOC trauma informed facilitators
 - Cassandra: appreciates that they fact checked our asks. But did want to raise the higher amount and how close it is to living labs funding asked
 - Asif: maybe we can wait until funding other projects before funding this one and partially fund it?
 - Angelica: wondering about promotional materials and printing, are there more sustainable ways to have promo materials? Another questionable line was for canva and calendly

- subscriptions, do we need to fully fund those subscriptions
- Cassandra: on the thread of environmental sustainability, we do fund transport. Budget line of field recording would be for getting them out to the woods for the workshop. But we have funded subscriptions in the past so I'm less conflicted. Maybe we can fund part of the sessions instead of all 5?
- Paige: tote bags may not be needed? Against exploitation of labour, doesn't support plastic waste of buttons
- Duha: we normally fund \$5000 for this project
- Angelica: could we look at a previous budget? Maybe looking at this can be helpful to making our decision
- Erik: if we're looking at partial funding, should we tell them and they decide where to cut, or can we decide?
 - Duha: both have been done in the past
- Facilitator: can we table this?
- Seb: training workshops start in January
- Angelica: almost 500 for merch
- Erik: can we eliminate specific lines? Are we on the same page about not funding promo materials?
- Katherine: lets suggest printing materials that are sustainable, like recyclable paper
- Seb: logo redesign seems like an operational expense (\$700)
- Cassandra: maybe we can suggest a flat amount and they decide what to prioritize?
- Erik: what would we project that to be from?
- Duha: Cassandra was suggesting leaving it at their discretion
- Facilitator: 5k plus inflation?
- Seb: nobody has issues with actual work of the project, bottom line is if we like the project, we don't have enough to fund the full thing but want to support with as much as we can
- Paige: we don't want to micromanage but we don't want to approve wasteful promo
- Seb: if we feel comfortable around 5k, let's decide on the specific elements we are comfortable on funding
- Cassandra: if we were to fund first 3 budget lines, it would come to \$6390 - workshop, facilitator honoraria and food plus \$390 for accessibility, and supplies for workshop. Would be around 7k [\$6,590] (excluding software subscriptions, promo material, grad party)
- Paige: should we add back the software?
 - Seb: seems like an operational budget
 - Paige: seems to be getting very micromanagey
- Facilitator: a motion seems to be happening
- Paige: supports 6k number

Motion to approve the partial funding of [\$6,590] to [Peer Support Training and Drop-In Services (Center for Gender Advocacy)].

- **Moved by:** Paige
- **Seconded by:** Angelica
 - In favour: Majority
 - Against: None

- Abstain: 2
- *Motion passed, approved*

Project 8: [Mobilizing Data for Justice: A skills development workshop in data activism (SLLFP)]

- Requesting [\$9,512.50 in case SSHRC grant is NOT approved | \$7,280.25 in case of SSHRC approval]
- SPC requests more information
- Presented by [Duha]
 - Notes
 - 3 day skills dev workshop for May. Bringing together community activists and students for strategies for doing data activism
 - Event is blending community and academic skills for research techniques
 - Archiving and engaging in archives, how can we create archives? Surveillance issues and infrastructure, how it impacts work of activists
 - They have applied for SSHRC, but are waiting for it. It's a living labs project and has been approved already as a living labs project
 - 2 budgets contingent of receipt of SSHRC
 - Budget is mainly for honoraria. SPC wasn't comfortable funding honoraria for prof and academics. Organisers replied to Duha and will not be funding those honoraria
 - Food: catering is from the Hive
 - October meeting: there was a motion to fund this but we didn't have quorum
 - Duha: will hear back from SSHRC in january
 - Erik: comfortable approving SSHRC or not
 - Mitchell recommended a speaker and the organizers connected with them based on his recommendation

Motion to approve the full funding of [\$9,512.50] if SSHRC is not approved to [Mobilizing Data for Justice], and to approve [\$7,280.25] if SSHRC funding is approved.

- **Moved by:** Erik
- **Seconded by:** Paige
 - In favour: Majority
 - Against: 1
 - Abstain: 3
- *Motion passed; approved*

Project 9: [Animal Vehicle Collision risk mapping and awareness program]

- Requesting [\$9,900]
- Recommendation to reject funding
- Presented by [Duha]
 - Notes
 - PhD student doing research
 - Looking at road network of quebec and ontario, building off of their previous research

- Goals: create a series of informational maps to identify locations with highest collision rates so people are informed when driving
- Presenting findings at Loyola symposium
- Sharing findings with concordia students, news, and government
- Funding is going to wages for research. Majority is going towards PhD student's own pay
- Referred student to research award, but student said it wasn't high enough for their purpose
- Staff also had a conversation and had a problem with this high of an honoraria to one person
- Courtney: speaking to a larger conversation around appropriate honoraria
- Seb: originally asked for 12k, and dropped it 9.9k upon learning about SAF policy
- Seb: how does this promote a culture of sustainability at Concordia. It is a worthwhile project that a government should fund. But does it align with our scope at SAF?
- Angelica: this project is lacking a sense of community and ties to Concordia.
- Seb: fiscal scope of research is also unclear

Motion to reject funding of [\$9,900] to the [Animal Vehicle Collision risk mapping and awareness program].

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

Project 10: [Making/Meat/Matter (SLLEP)]

- Requesting [\$10,000]
- Motion from October to deny funding
- Presented by [Duha]
 - Notes
 - Applied for funding in September and were rejected. Reapplied in October
 - Board game around awareness for the harms of the meat industry
 - Have other funding sources like SHIFT and CCSL among others
 - Issues with old budget: NDA and license prices were problematic and also marketing costs. Didn't feel either were justified, especially since the prof they're working with is in marketing. Also problem around not supporting local printing. Also 500 copies of an untested game was high
 - New budget: to print \$500 to give for free to students
 - Cassandra: has specific people/places in mind around the school: like 4th space, library etc. Marketing prof also wants to use it in his course
 - Asif: how will they ensure that it won't be commercialized afterwards?
 - Erik: \$500 is minimum order quality from china. Spend more and make less to do it sustainably

- Seb: how do people feel about the value of this project? Regardless of quantity
- Asif: concerned about lack of studies for proof with data about how it impacted people and reached their goals
- Erik: had SAF funded a piece of media that has lasted? Like book publishing? There is a gravity that comes with supporting a project that will be around for years
 - Duha: school Smool agendas, documentaries and films have been funded
- Elizabeth: have they identified where their sources are from for the data in the game?
- Duha: sees that data can be relevant for certain projects, but not for every project that would be needed, like for decolonisation. Dont think we should standarize this though. Also science is a colonial tool and not all research is good research
 - Asif: there should be some sort of data, especially relevant to Concordia. Metrics are needed. There needs to be an outcome and result
 - Duha: we do receive final reports from the project with metrics, with many details for the outcomes of the project, we use that data for our API reports
 - Paige: not every group that applies will have the resources to that kind of detailed resources
 - Erik: ask scales towards group
 - Cassandra: they worked with profs and provided some resources
 - Asif: even if they dont have scientific data, even feed back would be great from attendees
 - Erik: budget is a lot to ask when there is no feedback from public
 - Asif: maybe they can have a prototype?
- Erik: even if doing it locally costs more, funding 3 copies could be around \$300?
- Examining the gameplay won't influence printing as a limited run of games. Reapply but keep it to \$500 and locally source printing

Motion to reject funding of [\$10,000] to [Making Meat Matter], inviting a reapplication with locally sourced printing and lower budget ask.

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

Project 11: [Sustainable Transformations]

- Requesting [\$35,000]
- SPC requests more information
- Presented by [Cassandra]
 - Notes
 - There are many talking points and the project is only happening in May, let's table at the next meeting?
 - Festival, a network of individuals are researching alternative art curriculums happening in

- June. Annual festival happening worldwide
- Created curriculums by artists, scholars, students and emerging artists
- Inspired by colonialism and sustainability
- Open conversations around anti colonialism in the arts, artist talks and nightly performances
- \$35,000 from Living labs
- Whole first week of catering from in-house chef, week 2 of catering too. Accommodations for attendees lodging in concordia dorms and honoraria for artists
- Collaborative effort between profs and students.
- Everyone felt the project was valuable. Sabrina and Casandra had some questions.
 - Has Donna Woodleaf been approached? Yes there are partnerships there
 - Wanted more info about how Concordia faculty will be engaged: they will invite faculty into a creative incubator model where they learn from others including indigenous elders. There will also be a handbook produced after the conference for profs to use to develop their curriculum
- SPC was concerned about the huge amount of 35000. Felt good about knowledge development funding, but not about funding catering. Mitchell pointed out about sliding scale funding
 - Duha: sent the festival budget from last year. Hoping to raise enough funds so participants don't have to pay for workshops. Paying for workshops leans towards an outcome framed intention, but they want to democratize knowledge for all attendees. Paying for workshops isn't conducive for the type of learning the festival wants to do
 - Erik: solid response
 - Paige: agrees on need for no pay barrier for entry
- Seb: 40 attendees at \$500? Maybe more funding will allow the project to reach 5x more people? Its an important consideration for us
- Erik: Funding this project would be about 40% of the living labs budget
- Sabrina has asked us to consider partial funding
- Duha: SPC was comfortable with honoraria for students
- Erik: maybe we can fund honoraria, and part of the food for the loyola portion of the festival?
- Seb: could Concordia give the dormitories as an in-kind donation?
- Paige: concordia should fund part of this project
- Katherine: maybe we can table this until next time?

Motion to table the [Sustainable Transformations] project to next meeting.

- **Moved by:** Haman
- **Seconded by:** Asif
 - In favour: Majority
 - Against: None
 - Abstain: 2
- *Motion passed;* approved

7. Community Announcements and Ancillary Items

- a. [Sustainable Event Guide and Certification](#)
- b. [Fee Levy Increase Campaign Analytics](#)

8. Adjournment

Meeting adjourned at 19:50.