

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

**Thursday February 2nd, 2023**

**[ONLINE]**

**Meeting Time:** 18:00- 20:00

**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)

Paige Keleher (Sustainable Concordia)

Sean Levis (CSU)

Erik Huang (Community)

Mohammad (Haman) Jamali (Student-at-Large)

Elizabeth Malitastinic (Fine Arts)

Georgette Pascual (Arts & Science)

Cassandra Lamontagne (Concordia Staff)

### **Members absent:**

Katherine Parthimos (SAF)

Angelica Antonakopoulos  
(Student-at-Large)

Asif Ali (GSA)

Rasha Ali (CASA/JMSB) - resigned

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. [January 10th, 2023] BoD Meeting Minutes**

**Motion** to approve the [January 10th, 2023] meeting minutes:

*Tabled for now*

### 3. Review and Adoption of Agenda

**Motion** to adopt the [February 2nd, 2023] agenda:

- **Moved by: Cassandra**
- **Seconded by: Elizabeth**
  - In favour: all
  - Against: none
  - Abstain: none
- *Motion passes unanimously*

### 4. SAF General Updates

**a. SAF anti-oppression training scheduling**

**b. Board member resignation - Rasha Ali**

ii. Rasha Ali's resignation happened automatically due to her absence from three consecutive board meetings without an excusal

- This is the procedure according to SAF's constitution
- Ali has not been very communicative
- Now there are 11 board members instead of 12, therefore quorum has decreased to 6 board members present to make quorum

### 5. Committee Updates

**a. HR/Governance**

i. Abraham contract renewal

ii. Wage discussion

- Policy development/pay scale
- COLA adjustment
  - Next steps: around halfway done, next is to liaise with the Finance committee

**b. SPC**

i. Regular project funding budget: \$52,406.94 (\$12,198.50 + 40k added from winter 2023 - \$1,500 for FDM Recycling + \$1,708.44 reallocated from last year's budget)

ii. Living Labs budget: \$79,746.25 (\$77,514.00 + \$2,232.25 from mobilizing data project since we have confirmation of them receiving the SSHRC grant)

iii. Approved \$1,500 for the FDM Printer Material Recycling Machine

**c. Finncomm**

i. Tax season, no big updates

**d. Marketing/Outreach**

i. Katherine gone for 2 weeks

ii. Instagram takeover option for BoD members

iii. March 6th 3-9pm - workshop on grant funding for sustainability @4th space, catered to BIPOC barriers to funding access. Also addressing how funders can address the barriers to access

**6. Project Funding Allocation (12 projects to review)**

**a. Regular Project Funding Budget: \$[52,406.94]**

**b. Living Labs Project Funding Budget: \$[79,746.25]**

**Project 1: [FDM Printer Material Recycling Machine]**

- Requesting [\$1,500]
- Approved by SPC
- Presented by [Duha]
  - Notes
    - FDM: fuse deposition modeling, technology used in consumer based 3D printing.
    - 3D printing can create waste through mistakes and support structures for models.
    - Creating a machine to recycle the waste plastics
    - Concordia has a need for this machine
    - Capstone project
    - SPC felt good about project and was approved already

**Project 2: [Anti-Colonial Dinner (Frigo Vert)]**

- Requesting [\$1,500]
- No updates
- Presented by [Duha]
  - Notes
    - Duha has reached out multiple times and still hasn't heard back
    - Not sure if dinner even happened during anti-colonial week

**Motion** to remove the [Anti-colonial Dinner (Frigo Vert)] project from the agenda and further consideration.

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

### Project 3: [Revision Request: Sculpture Undergraduate Association]

- Requesting to use remaining [\$335.71] that was allocated to their exhibition, to another event called DIY Mahl stick workshop
- -
- Presented by [Duha]
  - Notes
    - Funded them last year \$500 for an art exhibition they made on sustainability
    - DIY Mahl stick event on Feb 20th
    - Use remaining budget for workshop
    - Using budget for snacks and food for students - 30 art students
    - Workshop to teach how to make something instead of buying it new. You can create it with stuff you already have
    - Elizabeth: in favor
    - Sean: they already had the money allocated, and this workshop is showing new skills and promoting anti-consumerism, Sean is in support
    - Haman: in favor of project, overconsumption is a huge problem

**Motion** to approve the reallocation of funding of [\$335.71] to [Sculpture Undergraduate Association's DIY Mahl Stick Workshop].

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

### Project 4: [Revision Request: Where They Stood: The Animated Series]

- Requesting [\$639.75 extra and the remaining \$260] to be used for venue booking

- -
- Presented by [Duha]
  - Notes
    - Brings together Black film students at Concordia
    - Animation based on a book about anglo-montreal and history of little burgundy
    - Students did training and worked on creation of 5 episodes
    - Series is done, now they are working on a premiere for the 5 episodes
    - \$260 to be used on premiere of episodes
    - \$639.75: space booking for screening
    - Cassandra: doesn't seem like an unreasonable request. Found a venue that meets the needs of the project, the screening is a moment of success where they get to see the project come to fruition. In favor of project
    - Elizabeth and Haman: agree and are in favor

**Motion** to approve revision request of [\$639.75] and the reallocation of [\$260.00] to [Where they Stood: The Animated Series].

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

#### **Project 5: [Sustainable Transformations (SLLFP) - November application]**

- Requesting [\$35,000]
- Recommendation for partial funding of [\$8750]: student artist honoraria (\$5,000) and accommodations (\$3,750)
- Presented by [Cassandra]
  - Notes
    - November project
    - Network of scholars and artists working together to research alternative art curriculums
    - Culminates into a festival
    - Living Labs project
    - Everyone liked the goals of the project
    - Hesitation on funding was on the fact that its an international conference, and 40% of living labs going to a non-concordia project is a lot
    - SPC came up with some solutions:
      - \$5000 to fund concordia student intern honoraria
      - Fund some of accommodations: \$3750
      - Not fund catering at all
      - Recommended funding of \$8750
    - Georgette: likes SPC suggestion
    - Sean: Are those amounts contributing to working with faculty on incorporating

sustainable practices into curriculums?

- Cassandra: yes students and faculty are already collaborating ahead of the event in the summer. January to May is researching alternative arts curriculums between students, staff, faculty, practicing artists and indigenous elders. They didn't ask for funding other than the student honorariums in this regard
- Haman: into the project
- Sean: a great initiative

**Motion** to approve partial funding of [\$8,750] to the [Sustainable Transformations (SLLFP)] project.

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

#### Project 6: [Labre House Community Internship Coordinator - December application]

- Requesting \$3,600
- Recommendation for full funding
- Presented by [Duha]
  - Notes
    - Tabled originally to increase honoraria amount as SPC and BoD felt it was too low
    - Community gardeners of concordia have been working with la maison benoit arbres: a group that provides support for people experiencing homelessness
    - Group has been planting produce on land adjacent to the center and sharing produce with the center
    - Continue this work to create an internship opportunity
    - Mitchell is a supervisor of this project
    - How can adult education incorporate sustainable practices
    - Hands on experiences for student interns on how nonprofits work
    - Budget is for internship coordinator to develop this internship opportunity
    - Recommendation to increase hourly rate from \$18/hr, increased to \$20/hr. 15hrs/week
    - Georgette: likes project
    - Sean: huge fan of project, concerned about amount of hours in proposal versus time needed to create/manage this project
      - Duha: proposal has been developed by students so they thought 15hrs/wk worked for them
      - Sean: could we motion to approve funding with a bit extra to account for more hours if needed?
      - Courtney: we should leave them to make an accurate estimate of what the work can entail, we can always do a revision request later on

**Motion** to approve full funding of [\$3,600] to the [Labre House Community Internship Coordinator] project.

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

#### Project 7: [MATTEReality: Sustainable Studios (SLLFP) - December application]

- Requesting [\$10,000]
- Recommendation for partial funding of [\$8,540] for equipment and honorarium (pending living labs approval)
- Presented by [Duha]
  - Notes
    - Living labs project
    - Art students project and faculty involved
    - 2nd phase of another project
    - Developing local recycled sources for ceramics in montreal and quebec
    - 1st phase funded by CEED grants focused on sourcing local clays
    - 2nd phase aims for an environmental makeover of the ceramics studios at concordia
    - Researching environmentally sustainable practices, and building a website to document all of their teachings/research to the public
    - Also applying the CCSL
    - Budget is going towards tools and materials, as well as website development, videography, and translation
    - Living labs qualification: applied under target “Curriculum 5.1 - achieve 20% threshold of sustainability inclusive courses.”
      - Project doesn't fit with this goal because just making the methodology of the course more sustainable isn't enough for the project to qualify for that target
      - Project fits better with the waste reduction target: recycling glaze and clay, locally sourcing clay from quebec. Researching even more ways to make the lab waste free. Wanted focus to be on student researchers involved for the experiential learning component of the project
    - The SPC liked the project. Recommendation for partial funding for equipment and honoraria.
    - Committee felt like they could just use the concordia website, which is free and comes with translation as well.
    - Cassandra: I'm wondering about pieces being grinded up and the pieces that people feel aren't good enough. Maybe some waste could be diverted through a donation or a sale for unwanted pieces?
    - Haman: do they ever sell their ceramics projects?

- Duha: there's no selling going on so far as I know
- Haman: if they aren't selling the pieces, it makes sense that they are recycling the materials and reusing them again. Was also shocked to learn there was no sustainable studio in Montreal for ceramics. Supports funding this project and the initiative

**Motion** to approve partial funding of [\$8,540] to the [MATTEReality: Sustainable Studios] project.

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

#### Project 8: [ICOP Social Business Case Competition]

- Requesting [\$2,000]
- Recommendation for partial funding of [\$800] for venue rental
- Presented by [Seb]
  - Notes
    - Yearly event put on by ICOP and JMSB students
    - Social business case competition where teams work on an issue to solve from an organization, and give recommendations on the day of the event.
    - This year they are working with a non-profit organization "Indian Empowerment Collective" - dedicated to eradicating exploitative labour, forced labour and forced marriages
    - SPC liked organization they were working with
    - Judges will be faculty, but SPC had questions on how they will be determining the judges. Wanted to ensure that they won't omit social sustainability options
    - SPC felt good about project partner and recommended partial funding for rental of space, excluding "swag bag" budget
    - Sean: this seems to be a recurring project that applies, so he's wondering the sentiment around the competition from past years
      - Duha: did not fully fund them last year due to language in application and partner org. This year is a big improvement in partnerships and application
      - Seb: we like to see JMSB push past just economic sustainability, and the SPC seemed to appreciate this next step
    - Sean: appreciates that they added BIPOC voices to the project. Gets the sentiment that they're taking steps in the right direction, and we've already funded this initiative before so he supports partial funding/



**Motion** to approve full funding of [\$800] to the [ICOP Social Business Case Competition].

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

#### Project 9: [Une Laveuse S.V.P.]

- Requesting [\$3,000]
- -
- Presented by [Duha]
  - Notes
    - A concordia BFA student short film
    - Follows a Romanian immigrant who is struggling with immigration laws in quebec. She decides to buy a washing machine and struggles with communication. The film explores the impacts of these language laws on newcomers and the inequalities and barriers the laws create. Dualism in identity, rejects that North America is the best place to live. Creating a guidebook to create film sets more sustainable
    - Some items are supported thru mel hoppenheim in-kind support and FASA
    - Budget is for materials for set and filming as well as a hard drive
    - Cassandra: impressed with how thorough the application is in exploring ways in making the film set sustainable. They seem to have thought of everything! And the fact that one of their goals is to make a guidebook for future projects will be very useful for future film applications and could be a resource we share with SAF applicants. Also a fan of the content of the film and how the application was written, creative and interesting. Concerned about how the cast is paid, didn't see it in the budget. Really liked project
    - Seb: sustainability action plan is very detailed in application. Appreciated all the details to make as least waste as possible. Topics of the film are very relevant. Went above and beyond in terms of filming process sustainability
    - Sean: agrees with Cassandra

**Motion** to approve full funding of [\$3,000] to the [Une Laveuse S.V.P.] project.

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

### Project 10: [JMAS Tax Clinic]

- Requesting [\$5,000]
- -
- Presented by [Duha]
  - Notes
    - Tax clinic has been funded yearly at SAF twice before
    - Free for concordia students and community members
    - Takes place in March
    - Last year funding was \$5,000, but ended up using \$2,000 due to lack of CRA approval, creating workshops instead.
    - This year they have received CRA approval already, good to go for clinic this year
    - Training 60 students on taxes and running the clinic. Expecting to serve 400 people, 300 students. Final report served 350 students in 2021
    - Want to work with homeless folks this year through the Old Brewery Mission, have been in talks with them to make it happen
    - SAF will be covering funding for training from Tax Nimbus

**Motion** to approve full funding of [\$5,000] to the [JMAS Tax Clinic].

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

### Project 11: [Drywall Recycling Project]

- Requesting [\$5,000]
- -
- Presented by [Duha]
  - Notes
    - Capstone project aiming to make recycling of drywall easier and more accessible
    - Only exists on industrial scale and is very inconvenient for contractors
    - Want to build a machine that will breakdown drywall
    - Want to make materials accessible to greenhouse communities and fine arts department who can use the materials in art-making and fertilizer
    - CUCCR will be responsible for using the machine for students
    - Seb: have they spoken to anyone in facilities for procuring the drywall?
      - Duha: not sure, but they have been in talks with Aryan at CUCCR so that conversation must have come up
      - Cassandra: Aryan is part of facilities management. Would like to have seen some sort of letter from facilities

- Duha: have sent midterm presentation and plans of the machine
- Budget: will go towards materials and advertisements
- Georgette: would like to see them get money from another source in addition to SAF
- Cassandra: really likes the idea of the project. Has the potential to involve many students. Feels strongly about having a partnership with facilities and fully confirms that this is possible. Doesn't want to say no to the project, maybe there can be an online vote pending a response from facilities?
- Seb: conditional vote as soon as a letter of support is received from Aryan/facilities
- Haman: after they build the machine, where is the machine going?
  - Duha: idea is that the machine will be at CUCCR, running the operation of it
- Sean: comfortable with a conditional vote
- Haman: We aren't sure if this machine will work, also there's no support letter. Maybe we can table this to later on? Since we are not very knowledgeable on the mechanics, maybe we can vote later?
  - Duha: all capstone projects have a probability of failing since its experimental. We are moreso funding the experience for students. But yes a letter of support would be great as well.
- Sean: Have we ever been in another circumstance like this with facilities? Have they ever not wanted to work with a group like this?
  - Seb: its less about whether or not they want to, it more about potential shifting of labour hours for facilities management. The project will have to make the process of procuring drywall very streamlined
  - Cassandra: facilities likes partnering with student projects, but its always about capacity and logistics.
- Haman: a big problem in landfills is construction materials. Not sure of his vote due to his feeling that the machine might not work.

**Motion** to approve full funding of [\$5,000] to the [Drywall Recycling Project] on the condition that we receive a letter of support from facilities indicating approval.

- **Moved by:** Sean
- **Seconded by:** Elizabeth
  - In favour: 4
  - Against: none
  - Abstain: 2
- *Motion passed;* approved

### Project 12: [Reggies's Solidarity Dinner Pilot Program]

- Requesting [\$10,860]
- -
- Presented by [Duha]
  - Notes
    - Collaboration between Reggies and other orgs on campus
    - Fill in the gap of food security for students due to the discontinuation of Mother

- Hubbard's program
- Building from the Mother Hubbard's model
- Aim to serve around 100 students Mondays and Tuesdays
- Pay what you can \$2.00
- Way for Reggies to be more engaged in Co-op culture at Concordia
- More solidarity programs in student community
- Working on supporting funding from CSU
- Way to make use of the Reggies bar kitchen to avoid shutdown for these days
- Budget goes towards coordinator wage (20/hr for 20/hrs/wk) and cost of foods
- Link article detailing problems with operations at Reggies:  
<https://thelinknewspaper.ca/article/reggies-bar-forced-to-adapt-to-bankruptcy-concerns>
- Sean: wants to shed light on the democratize Concordia campaign. Surprised to hear that this is included in that project. Project has been mostly centered on creating a fund for the social economy. But the project is concerning because CEED is trying to take that money out of the Concordia community. The way that it's being executed is quite concerning and causing stress at CSU. Have heard from CSU colleagues that there's a lack of financial transparency between the CSU and Reggie's and how they are spending the money. Same folks doing the democratize Concordia campaign. Agrees with the concept of the project and providing free food for students. But there is need for oversight on the financial management
- Paige: suggests closed session to discuss democratize Concordia campaign and Reggie's

**Motion** to discuss the [Reggie's Solidarity Dinner Project] in a closed session (stop recording).

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

*\*\*Post closed session discussion*

**Motion** to deny funding of [10,860] to the [Reggie's Solidarity Dinner Project].

- **Moved by:** Georgette
- **Seconded by:** Paige
  - In favour: 5
  - Against: none
  - Abstain: 1
- *Motion passed;* approved

## 7. Community Announcements and Ancillary Items

- a. Anti-oppression training on February 7th from 2-4pm
- b. BIPOC funding event coming up in March
- c. Sean: wants to host a townhall of Feb 21st for the student center at CSU
- d. Pet and nail art appreciation of SAF members in meeting :)

## 8. Adjournment

**Motion** to adjourn the meeting.

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

*Meeting adjourned at 20:20.*