

SAF Board of Directors Meeting Minutes

Tuesday March 28th, 2023

[ONLINE]

Meeting Time: 15:00- 17:00

Meeting Facilitator: Abraham Dawidziak Kiermaier

Meeting Minute Taker: India-Lynn Upshaw-Ruffner

Members in attendance:

Sebastián Di Poi (SAF)

Duha Elmardi (SAF)

Katherine Parthimos (SAF)

Paige Keleher (Sustainable Concordia)

Angelica Antonakopoulos (Student-at-Large)

Sean Levis (CSU)

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

Elizabeth Malitastinic (Fine Arts)

Georgette Pascual (Arts & Science)

Cassandra Lamontagne (Concordia Staff)

Members absent:

Courtney Witter (SAF)

Erik Huang (Community)

Kelley Boileau (ENG)

Mitchell McLarnon (Concordia Faculty)

1. Call to Order & Land Acknowledgement

a. Sign up for next meeting

“Sharing our Stories project” receiving funding from Sustainable Concordia:

<https://easterndoor.com/2022/11/03/stories-that-strengthen-kanienkeha/>

Fundraiser: https://donorbox.org/sharing-our-stories?default_interval=m

2. Review and Approval of Minutes

a. [February 28th, 2023] BoD Meeting Minutes

Motion to approve the [February 28th, 2023] meeting minutes:

- **Moved by: Georgette**
- **Seconded by: Elizabeth**

- In favour: 5
- Against: none
- Abstain: 1
- *Motion passes*

3. Review and Adoption of Agenda

Motion to adopt the [March 28th, 2023] agenda:

- **Moved by: Georgette**
- **Seconded by: Angelica**
 - In favour: 5
 - Against: none
 - Abstain: 1
- *Motion passes*

4. SAF General Updates

a. Proposed change to SLLFP decision making process

i. Trying to create a greenlighting process that's smoother and more comprehensive

- Creating more support opportunities for applicants to find professors to support their project
- Creating a sub-committee for living labs projects that's part of the action plan committee
- living labs projects get delayed often due to the back and forth and feedback
- shifting to 3 different application periods
- Hired an individual to work closely with Duha for intake and connections for applicants
- Projects would get support in a draft project approval and review phase as opposed to a final submission and much back and forth

ii. Final decision on funding would not sit alone with the SAF

- 2 staff members for SAF, 3 board members. 20 total people on the board
- There will be opportunities for board members to be a part of the new sub-committee

iii. Looking to integrate this starting in June for the new fiscal year

iv. This change is meant to bring in a wider audience to decide on and support living labs projects

v. Questions:

- Sean: why are these changes being made to living labs?
 - Seb: right now one person greenlights projects and how it ties to project goals and plans. Part of living labs is to offer more experiential learning opportunities. So this committee is to get more eyes on projects from a variety of faculties and groups on campus (facilities, indigenous directions etc.)
 - Seb: this is also a great opportunity to bring people in to challenge the action plans and integrate goals of the broader community at Concordia in terms of sustainability. Great growth and evolution for the living labs program

Motion to support the proposal for changes to the living labs project decision making process.

- **Moved by: Sean**
- **Seconded by: Elizabeth**
 - In favour: 5
 - Against: None
 - Abstain: 1
- *Motion passes*

5. Committee Updates

a. HR/Governance

i. No updates, forming hiring committee soon for Finance and Funding Coordinator position

b. SPC

i. Regular project funding budget: \$15,009.48

ii. Living Labs budget: \$50,272.50

iii. Approved a revision request for \$600 to FDM Printer recycling machine

iv. Proposal to move funds from SRAs to SPF - few applications

- Proposal to move SAF SRA contribution of 10k to Special projects fund. There were not as many SRA applications but many more SPF applications

Motion to move the funds to the SPF fund.

- **Moved by: Elizabeth**
- **Seconded by: Georgette**
 - In favour: 5
 - Against: None
 - Abstain: 1
- *Motion passes*

c. Finncomm

i. No updates

d. Marketing/Outreach

i. Finance and funding Coordinator callout/deadline to apply is April 10th - share the callout

6. Project Funding Allocation (12 projects to review)

a. Regular Project Funding Budget: \$[15,009.48]

b. Living Labs Project Funding Budget: \$[50,272.50]

Project 1: [Uzuri: Road to the motherland]

- Requesting [**\$5,000**]
- -
- Presented by [Emmanuel Gaisie from Uzuri project]
 - Notes
 - Uzuri Gala: part of the African student association at Concordia
 - Goal to bring together black students and African diaspora through art and culture
 - Uzuri is a cultural performance where all students are welcome. The event is meant to encompass the beauty of all the African countries
 - Visual artists, designers, performers of African descent who are students, many involved
 - Art exhibition for 5-6pm, act 1 is performance and singing and modeling, dinner, then act 2 second part
 - 320 students involved. All tickets sold out
 - Offering a place where all students can feel welcome and open to express themselves
 - Got Accenture sponsorship and some private alumni sponsors. One funder had to pull out last minute, and the org is struggling to make ends meet for the event
 - Uzuri can share visibility for SAF - Uzuri has 18,000 followers
 - Most students attending are from Concordia from a variety of programs, but there's also family and community members attending and students from other schools
 - Goal is to change the narrative of what Africa is, showing the unification of Africa
 - Duha: can you speak about the networking session?
 - Emmanuel: Networking booths will be happening during the art exhibition section of the night, students will have the opportunity to speak to industry professionals
 - Duha: \$5,000 is to cover audio visual
 - Emmanuel: Yes that is what our request is for. We will get creative with how we can secure alternative funding
 - Sean: What are some other aspects of the project that you don't have funding for?
 - Emmanuel: portion of the venue itself, catering, and funds for Concordia student designers to create clothing from waste

Emmanuel leaves meeting

- Paige: really likes initiative and networking part of the project

- Elizabeth: sounds like a great initiative, but budget was a bit difficult to understand
 - Duha: they're asking \$5,000 to cover part of the audio visuals. They provided an estimate. Total comes to more than \$5,000, close to 10k
 - Elizabeth: yes this clears it up
- Katherine: SAF has funded this gala in the past
- Sean: thinks project is really great, lots of student involvement. Curious if the lack of funding will hinder their ability to host the event
 - Duha: audio visual is absolutely needed, but they can make it work without other aspects they couldn't fund
- Angelica: how does it tie into the sustainability theme?
 - Paige: this event is sustainable because Black people would have money to do events if the Black Atlantic slave trade. Also a pillar of sustainability is social, and cultivating Black joy is a sustainable activity
 - Angelica: is super in favor of the project

Quorum is lost after Haman leaves 16:05

Haman returns at 16:07, quorum restored

Motion to approve full funding of [\$5,000] to [Uzuri: road to the motherland].

- **Moved by: Elizabeth**
- **Seconded by: Georgette**
 - In favour: 5
 - Against: None
 - Abstain: 1
- *Motion passed*

Project 2: [Co-op CultivAction Summer Urban Agriculture School (SLLFP)]

- Requesting [\$9,585]
- Requesting more information
- Presented by [Cassandra]
 - Notes
 - SAF funded this project last year, this is a new iteration of it
 - Urban agriculture program for 20 Concordia students
 - Cassandra wanted to bring up something that wouldn't necessarily affect voting but should be mentioned anyways. Jackie Martin's job is the management of space for urban agriculture projects and create agreements. Some projects would be grandfathered into the space they're already in. Now all these groups will have to apply to get the space
 - CultivAction is using a space from the greenhouse, and also work with Sankofa farm in the space (who is not part of Concordia but still a great BIPOC farming initiative). Property management was rubbed the wrong way by this, but since the greenhouse manages the space it seems to be okay. CultivAction wants to unite all urban agriculture initiative on campus, but not all orgs may want to do this

- Sean: other co-ops that CultivAction works with employs many students and sells products to the concordia community, so even if Sankofa is not Concordia related, they are still supporting the community in their work
- Seb: SPC wanted to see a supply budget breakdown. Have been approved by Pietro for Living Labs.
- They're asking for honoraria for teachers for the course and materials for gardening and for students
- Sean: likes project

Motion to approve full funding of [\$9,585] to [Co-op CultivAction Summer Urban Agriculture School].

- **Moved by: Georgette**
- **Seconded by: Paige**
 - In favour: 5
 - Against: None
 - Abstain: 1
- *Motion passes*

Project 3: [Suko Magazine Volume 2]

- Requesting [\$10,000]
- Recommendation for partial funding - \$4,625 for honoraria and transportation
- Presented by [Duha]
 - Notes
 - Application from February
 - Artist collective founded in 2021
 - Arts and culture magazine that uplifts marginalized artists
 - Features artwork in a variety of mediums
 - Artist collective features people who work in social justice and anti-oppression. Want to create a space the honors anti-oppression unlike many galleries and artist-run spaces
 - Have spots for Concordia students and alumni to be a part of the project. Concordia students make up half of the coordinating team
 - Artist honoraria of \$4,500 total for \$300 for each of the 15 artists, \$125 for transportation, \$17.92 per magazine for 300 copies.
 - Also applying to other funding sources like FASA, and will receive money from the sale of the magazines
 - Considering that we don't have much funding left in SPF, SPC recommended partially funding the project for honoraria and transportation at \$4,625
 - Sean: supports the SPC recommendation
 - Duha: SPC also recommended reapplying with a revision request for printing costs in the summer if they need

Motion to approve partial funding of [\$4,625] to [Suko Magazine] for honoraria and transportation, and to let them know they have the opportunity to submit a revision request for further funding.

- **Moved by: Sean**
- **Seconded by: Elizabeth**
 - In favour: 5
 - Against: None
 - Abstain: 1
- *Motion passes*

Project 4: [Revision Request: FDM Printer Recycling Machine]

- Requesting [\$600]
- Fully approved
- Presented by [Duha]
 - Notes
 - Approved \$600 for equipment to make the machine more safe

Project 5: [Eutierra]

- Requesting [\$1196.11]
- Requesting more information
- Presented by [Seb]
 - Notes
 - Art installation from fine arts students at concordia
 - Associations between brain health and the environment
 - A steel cylinder reminiscent of stacked oil barrels, also a live plant inside visible by plexiglass and led lights, reminiscent of brain synapses
 - Work defined as a positive feeling of oneness with the earth, boundaries between the self and the earth are obliterated. Want viewers to feel that they are one with nature
 - Sculpture located at Glen hospital
 - Budget would cover all supplies for steel barrel
 - SPC thought the sculpture should be somewhere with more foot traffic, why didn't they choose somewhere more visible to students
 - Also had a problem with pinning environmental sustainability only on the individual, but we asked for clarifications
 - Duha: they answered questions:
 - Students did not have control over the location, it's a collab with the McGill institute part of a larger science arts symposium
 - Symposium is a collaboration between McGill and Concordia, project organizers are planning to share the event to get students to see it. 4th space or another space won't be possible at this point in the year to show the artwork

- Their answer about their messaging: their goal is to convey the connection to nature and its necessity in our everyday lives. How cities are built now means there are less greenspaces, and we need to see how human and plant biology are not that different. We hope to inspire people who interact with the sculpture to include nature more in their everyday lives
- Elizabeth is in favor, as well as Paige

Motion to approve full funding of [\$1196.11] to the [Eutierria].

- **Moved by:** Sean
- **Seconded by:** Angelica
 - In favour: 5
 - Against: none
 - Abstain: 1
- *Motion passes*

Project 6: [Revision Request: Canopy: The Hidden Life of Humans]

- Requesting [\$6,500]
- -
- Presented by [Duha]
 - Notes
 - SAF funded \$3500 in december
 - Group of Concordia arts students who are making an interdisciplinary installation and research creation project at the Concordia greenhouse
 - Project positively received in december
 - As they are in the midst of the project, they need more money than initially asked for
 - Funds are for plants, food, printing, tools, workshop materials, videographer, social media coordinator, web design honoraria, food and transportation for the team. Food is for 40 people who are volunteers part of the project
 - Sean: project applicants are really cool people and have spoken to Sean, they contacted Sean to try and help them figure out their funding situation since they received funding from CCSL and CSU. The budget submitted to SAF doesn't show the receipt of these other funding sources. CSU is covering costs for some honorariums, CCSL is for plants, SAF is for the rest. Anticipates project will be well received and attended
 - Sean: the project organizers seem a bit disorganized, and they didn't plan on scaling up their funding this much, and they needed more people than they initially anticipated and the project is much bigger than expected
 - Angelica: it sucks that they already applied and did not consider these things, she's feeling on the fence
 - Duha: it seems that they have other funding sources, Duha didn't know about the other funding.
 - Sean: CCSL approved funding last week, CSU was approved a while back, but not sure of that timeline

- Angelica: is the amount they asked for already including that other funding?
Maybe we don't have to give as much with the other funding
 - Sean: unfortunately does not have more details
- Angelica: wants to request more information about their budget
- Duha: How do we move forward once we have information?
 - Board wants to make an online vote once information is received

Motion to request more information for the [Canopy: the hidden life of humans] project and authorize and online vote upon receipt of the information.

- **Moved by: Paige**
- **Seconded by: Elizabeth**
 - In favour: 5
 - Against: none
 - Abstain: 1
- *Motion passes*

Project 7: [Revision Request: Indeterminacy festival: Sustainable Transformations]

- Requesting [\$16,250 (total of 25k with what was approved before)]
- -
- Presented by [Duha]
 - Notes
 - Funded through living labs, funded for \$5,000 for student honoraria, and rest to cover accommodations for grey nuns
 - Revision request is to move student honoraria to workshop facilitators instead. Have applied for Canada Council of the arts funding for students
 - Did not get provincial funding or CCA funding, so project is in a pinch right now
 - Revision request is large, making the total SAF funding 25k
 - Funding to cover half of the fees for artists, half of accommodation, and half of childcare
 - Angelica and Sean: yes that's a lot of money
 - Angelica: are they going to other sources for funding?
 - Duha: they're relying on us for the most part, but they do have other funding. SAF seems to be the back-up plan
 - Angelica: not comfortable funding that amount given we have other projects. Doesn't feel strongly about the project's impact on sustainability
 - Revision request is for more than double the original funding awarded

Motion to deny the revision request of [\$16,250] to the [Indeterminacy festival: Sustainable Transformations] project.

- **Moved by: Sean**
- **Seconded by: Elizabeth**
 - In favour: 5
 - Against: none
 - Abstain: 1
- *Motion passes*

- Seb: there was a discussion in SAF about how this may mean we need more restrictions on revision requests. An easy one being that the revision request shouldn't exceed the total original ask

Project 8: [Strata D/CART Year End Show]

- Requesting [\$4,500]
- Requesting more information
- Presented by [Seb]
 - Notes
 - Design and computation arts annual year end exhibition
 - Vernissage on april 20th
 - Immersive and engaging environment to uplift students, surrounding the sustainability of design
 - SPC: Revenues and expenses in their budget don't add up, also what is the theme of the vernissage surrounding sustainability
 - Duha: also asked about the diversity of the artists in the exhibition:
 - there are 1/3 BIPOC students showcasing their work
 - Also responded to lack of transparency with the budget. Budget for the show is \$6080 total, extra amount is to support funding for next year, but it is unclear
 - Sean: they're asking for more than what their project costs this year. Sean isn't a fan of this idea
 - Paige: finds it strange as well, why not apply again next year?
 - Sean: how much do they need to carry out the current year project?
 - Duha: they need \$6,000. So far only \$600 was received from Dean of Students, \$1,000 from last year's budget also \$1,050 from kickstarter and some from class contributions
 - Budget they're asking for is for catalogue printing, alcohol and food, merch, installation materials
 - SPC: didn't feel comfortable funding alcohol or merch
 - 200 people expected for event
 - Sean: maybe partial funding for Hive food? Not comfortable funding other items. \$75 dollar curtain rod is suspicious
 - Paige: maybe a long curtain rod increases the cost? But if it's an annual event shouldn't they already have materials?

Motion to approve partial funding of [\$1,000] to the [Strata D/CART Year End Show] project for food.

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

Project 9: [The Great Indoors]

- Requesting [\$8,000]
- -
- Presented by [Duha]
 - Notes
 - A project that brings plant life into the classrooms of the design department on the EV building
 - Project led by DASA
 - Classrooms for design students are not conducive to the mental health of students, they want to bring plants into the classrooms
 - Getting the plants from Hydroflora, cost of plants for 2 rooms
 - \$1,000 for honoraria for students to make posts - 50 hours of work
 - \$2,000 honoraria at 100 hours spread across two semester
 - Budget for plant care on a weekly basis for 41 hours, \$838
 - 3 student jobs at 41 hours of work
 - Have received funding from CCSL
 - Duha: feels sad that students have to take on this work rather than the university
 - Sean: CSU has said in the past that things in the university need to change, and funding these things could set a precedent for the university to not fund these things. Its easier said than done, in support of the project but thinks something should be done on the university end of things to push for a project like this
 - Duha: unfortunately it is the university's job, but students have to since the university is not doing their job
 - Sean: maybe we can ask the applicants if they reached out to facilities management
 - Duha: have spoken to their faculty, and even the faculty itself is struggling to get funding
 - Sean: Let's ask them to speak with facilities management and come back to us? Get a temperature check from them. Its a bad precedent to set to fund something the university should already be doing
 - Facilitator: this seems to pint to a systemic issue
 - Angelica: supports Sean's idea

Motion to request the group goes to facilities management to see if it's something they can fund, but they

are welcome to come back to SAF for funding to [The Great Indoors] project.

- **Moved by: Sean**
- **Seconded by: Angelica**
 - In favour: 5
 - Against: none
 - Abstain: 1
- *Motion passes*

7. Community Announcements and Ancillary Items

- a. [Finance and Funding Coordinator callout](#)

8. Adjournment

Motion to adjourn the meeting.

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

Meeting adjourned at 17:15.

ONLINE VOTING: [Project 6: \[Revision Request: Canopy: The Hidden Life of Humans\]](#)

- Notes
 - Cassandra over email (April 17th 2023):
 - It seems that the primary concern about the *Canopy: The Hidden Life of Humans* Revision Request is (1) the amount being requested and (2) it was unclear what level of funding they had obtained from other sources.
 - They are submitting the revision request of \$6,500 to cover:
 - (a) the \$3,250 that was not funded by the CCSL (since their original submission was for \$5,000 and they were funded \$1750), and
 - (b) the unforeseen growth in the project (more collaborations) and associated needs (more plants, more honorariums, event costs).
 - Given that their event is this Saturday, I wonder if they have found a way to make

do with what they have for now (or perhaps we can fund the \$400 in event costs). And then perhaps they can submit a fresh project application in 2023-24 for what seems to me like a next phase of the project. We only have \$13,000 left in Special Projects Funding for April and May

Motion to approve the needs of the Canopy Project for their upcoming events, workshops, and existing coordination needs, I motion to approve \$3250 from their revision request of \$6500.

- **Moved by: Cassandra**
- **Seconded by: Haman**
 - In favour: majority
 - Against:
 - Abstain:
- *Motion passes*

March 2023 Canopy Project Online Vote- The Hidden Life of Humans: The Canopy Project

Sebastián Di Poi <executivedirector@safconcordia.ca>
To: safbod@safconcordia.ca

Sun, Apr 23, 2023 at 1:59 PM

Hi everyone,

Thank you for voting - the motion has passed!

Regards,
[Quoted text hidden]