


<b>ALLIANCE OF NOVA SCOTIA STUDENT ASSOCIATIONS</b>	<b>BOARD</b>	
	<i>Meeting Minutes</i>	Created By: Alexis Zederayko

Meeting Name	Board Meeting		
Meeting Date	May 16, 2012		
Meeting Time	7:00PM, AST		
Venue	Camp Brigadoon Arts Centre	City	Kentville, NS
Primary And Secondary Delegates:	Kyle Power (Chair/ASU), Nick Head-Peterson (SFXUSU), Patrick Carruthers (SFXUSU), Matthew Rios (ASU), Aaron Beale (DSU), Jamie Arron (DSU), Jared Perry (SMUSA), Michael MacDonell (SMUSA), Robert Bossler (ASTSU), Mary Suzanne MacEachern (CBUSU), Michelle Lahey (CBUSU)		
Other Attendees:	Carrigan Desjardins (SMUSA), Jonathan Williams (Executive Director), Mark Coffin, Alexis Zederayko (Researcher)		
Absent:			
Quorum (50% of members represented?): Yes			

1. Call to order
2. Roll call
3. Approval of Agenda  
Agenda **approved by general consent.**
4. Approval of Minutes from April 11 and April 25  
Minutes **approved by general consent.**

## REPORTS

5. Reports of the Officers
  - a. Chair – Kyle Power (ASU)

- i. Mexico was great.

6. Reports of the members

- a. ASTSU
  - i. Recent election
- b. ASU
  - i. No news
- c. CBUSU
  - i. Finishing grad week
- d. DSU
  - i. No news
- e. SMUSA
  - i. Excited for new board
- b. STFUSU
  - i. Executive retreats

7. Reports of the staff

- a. Executive Director (outgoing): Mark Coffin
  - i. Mark's final report
  - ii. Jonathan Williams' (Incoming ED) transition: Very busy, overcoming challenges, final report will be very comprehensive.
  - iii. Previous initiative to retain ED for longer period of time: Successful, contributes to relationships and influence.

Kyle Power (ASU) **moved** and Robert Bossler (ASTSU) **seconded the motion** to go in camera.

In camera.

Out of camera.

- b. Executive Director (incoming): Jonathan Williams
  - i. Ten days in, mainly putting budget together and figuring out upcoming Board Education Retreat (BER) on May 31<sup>st</sup> to June 2<sup>nd</sup> and Strategic Planning Retreat (SER). There are big shoes to fill, and ED is looking forward to former ED's report.
  - ii. BER: Paul Black, Ray Ivany confirmed as speakers. Will be in Halifax, no location yet confirmed. ED, Chair, Board, and Doug Myers invited.
  - iii. Hiring plan for FT summer positions: Positions to begin August 1<sup>st</sup>
    - AB (DSU): Requested clarification regarding role of hiring committee.
    - JW (ED): Hiring committee to provide feedback on hiring process over 2 ½ months.
    - JA (DSU): Will there be student representation on hiring committee?

JW (ED): Is okay with that.

- iv. Discussion: How to select hiring committee members
  1. Board priorities
  2. Suggestion: Pick someone who has a general knowledge of ANSSA
  3. Timing of bringing in member

AB (DSU): Suggested not to have Strategic Planning Retreat after budget and job postings finished.

MR (ASU): We may want to choose someone who moves the Board towards representing the diversity of the student population.

N H-P (SFXUSU): Noted that we are a new board in transition and must place trust in ED.

JW (ED): Proposed a 1:1 ratio of students to staff on hiring committee

MC: Agreed that we need to trust ED and give feedback. Also, proposed that the discussion of hiring be moved under budget section.

AB (DSU): Noted importance of feeling ownership and understanding. Also noted importance of discussing type of person Board wants for committee.

JW (ED): Suggested bringing in someone due to his lack of experience hiring. He would like to get someone with significant experience.

## DISCUSSION AND APPROVAL

### 8. Elections of the ANSSA Board

Matt Rios (ASU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion: Be it resolved** that the Board withdraws current Chair (Kyle Power, ASU) for election proceedings.

Motion **passed by general consent.**

Kyle Power (ASU) **moved** and Robert Bossler **seconded the motion: Be it resolved** that the Board appoints Mark Coffin (Outgoing ED) as Chair for this item.

Motion **passed by general consent.**

N H-P (SFXUSU): Suggested amending agenda to represent separate motions. (*No objections.*)

MC: Nominated Kyle Power (ASU) for Chair. (*Accepted.*)

Matt Rios **moved** and Jamie Arron (DSU) **seconded the motion: Be it resolved** that the Board appoints Kyle Power (ASU) as Chair of ANSSA.

Vote:

CBUSU - Yes

SFXSU - Yes

DSU - Yes

ASU - Yes

ASTSU - Yes

**Motion passed unanimously.**

KP (ASU): Expressed that he is happy to serve as Chair and to perform role as chief collaborator.

MR (ASU): Nominated Nick Head-Peterson (SFXSU) for position of vice-chair.  
(*Accepted.*)

Patrick Carruthers (SFXUSU) **moved** and Kyle Power (ASU) **seconded the motion** for a 5 minute recess.

Recess.

Out of recess.

N H-P (SFXSU): Withdrew acceptance of nomination.

MM (CBU): Nominated Michelle Lahey (CBU) for position of Vice-Chair.

N H-P (SFXUSU): Suggested tabling further appointment until the end of meeting. (*No objections. Passed by general consent.*)

9. Approval of 2012-2013 ANSSA Budget

JW (ED): Will walk Board through budget, item by item.

N H-P (SFXUSU): Requested clarification regarding how budget is represented? (*In current dollars.*)

AB (DSU): Requested clarification regarding salary numbers for FT staff. (*Hiring in August shifts ¼ of upcoming salary.*)

JW (ED): Noted change in insurance coverage. Currently paying full health, dental, etc., but is too much.

N H-P (SFXUSU): Requested clarification regarding health insurance. (*All benefits are reduced.*) Requested clarification regarding retaining bonus for ED.

PC (SFXUSU): Noted that \$35K-\$40K may be too high for entry-level FT salaries.

JW (ED): Preferably we would find someone with a master's degree. Also, is not really an entry-level position, as considered applicants will have undergraduate degrees or equivalent experience.

JA (DSU): Requested clarification regarding per-diems and pay. (*\$40/day maximum, and pay is pro-rated.*)

N H-P (SFXUSU): Echoed concerns expressed by PC. Proposed pay for FT staff is equal to ED's. Is ANSSA expecting that much growth with the addition of FT employee?

MC: Pay is on par with what employees in related positions make. Also, it sets an example as a company that allows graduates to pay off student debt.

N H-P (SFXUSU): Noted that maybe ED's salary is not high enough.

AB (DSU): Proposed idea that positions are to be seen as a service.

MM (SMUSA): Would prefer more of a gap between ED's salary and that of FT staff, as it preserves hierarchy.

PC (SFXUSU): Suggested that Board does not base salary on flat scale, but rather on performance.

N H-P (SFXSU): Noted preference for pay scale to reflect hierarchy of roles within ANSSA.

MR (ASU): Is optimistic that referendum will pass at SMU, but budget reflects current situation.

AB (DSU): Would it make sense to approve budget after Strategic Planning Retreat?

JW (ED): Noted the need to post position soon, and inability to do so if there is not a concrete salary. Also, pointed out that budget is amendable.

N H-P (SFXUSU): Noted need for approved budget to move forward. Cannot leave it inactive until June.

PC (SFXUSU): Proposed that salary be posted as \$31.5K with a 10% bonus dependent upon performance review.

MC: Observed that Board seems to be rushing to make specifications that are deeper than we need regarding the budget.

N H-P (SFXUSU): Is comfortable approving loose budget.

KP (ASU): Noted that the hiring is on a 1-yr contract.

MR (ASU): Noted risk regarding the expansion of ANSSA. Is concerned that organization is moving too fast.

JW (ED): All of the money is budgeted. The proposed budget max-budgets for staff. ANSSA does not have to spend \$8K of the communication funding. Felt that we must avoid cutting salaries. Flexibility is a benefit of 1-yr contracts, as ANSSA can then offer 1 ½ month vacation to conserve funds.

Nick Head-Peterson (SFXUSU) **moved** and Matt Rios (ASU) **seconded the motion: Be it resolved** that the Board approve the proposed amendments to ANSSA's HR budget.

JW (ED): Expressed sentiments against motion to amend HR budget in the interest of keeping the budget flexible to attract the best candidate available.

MR (ASU): Noted that Board should trust the ED. Noted concern over tight budget, and importance of being careful of setting a precedent of micromanagement.

AB (DSU): Can we post the job based on a scale and then change it?

JA (DSU): Echoed concern regarding micromanaging.

JP (SMUSA): Trusts ED's judgement.

Vote:

CBUSU - No

SFXSU - No

DSU - No

ASU - No

ASTSU - No

**Motion failed.**

MR (ASU): Requested that Jonathan Williams discuss \$8K flexibility in budget. (*Flexibility is for strategic initiatives and budgeting of website.*) Felt that the current format of website is fun and gives us flavor. Advised caution in terms of changing ANSSA's brand.

JW (ED): Noted that website is point-of-contact, and does not show ANSSA's work very well. It should be a go-to source of information regarding PSE in N.S. It currently does not make us more accessible to the public. Expressed desire to post meeting minutes on website to increase transparency.

MR (ASU): Agreed that website is a reflection of ANSSA, but does not want to abandon humour and tradition.

JW (ED): Wanted to go with OUSA's structure while retaining ANSSA's brand.

MM (SMUSA): Did not want ANSSA to spend \$8K on website. Felt that OUSA paid too much.

JW (ED): \$2K should be enough.

N H-P (SFXUSU): Expressed desire to avoid having a generic website. Is it appropriate to discuss lowering the budget for the website?

JW (ED): The current sum is a cap, and the surplus goes to the election budget.

N H-P (SFXUSU): Suggested taking \$3K from this section and put it straight into election budget.

AB (DSU): Expressed concern regarding spending so much on a website. Would like to revisit goals.

RB (ASTSU): Noted that we have a break-even budget, so why worry about lowering the cap if we do not need to increase in other areas?

JW (ED): Noted that the board has to approve all major purchases.

MR (ASU): Suggested tabling this item until a later time. (*No objections.*)

## 10. Recurring fees

JW (ED): Would like to offer staff the option of using own laptops. Recommended screens and keyboards for staff. The HUB is moving; proposed securing one of the closed office spaces at the HUB.

MR (ASU): Noted the high value of the HUB.

KP (ASU): Will be taking officer-specific travel on ANSSA business out of ANSSA travel line; it will come out of ANSSA's budget, moving forward, instead of each officer's student union.

N H-P (SFXUSU): Noted that he feels that a discussion should be opened regarding student assembly line.

MC: Did not want to get rid of this line altogether, but wanted it to be accessible. Maybe activities can be conducted on each campus, and the resulting information communicated among SU's.

JW (ED): Board members can bring 2 extra members to meetings.

Nick Head-Peterson (SFXUSU) **moved** and Jared Perry (SMUSA) **seconded the motion: Be it resolved** that the Board approve the proposed ANSSA budget as is.

PC (SFXUSU): Is it the ED's goal to optimize the budget? (Yes.)

JP (SMUSA): Requested clarification regarding the 'Additional Details' section of budget. (*They are just notes for next year.*)

Vote:

CBUSU - Yes

SFXSU – Yes

DSU – Yes

ASU – Yes

ASTSU - Yes

**Motion passed unanimously.**

8. Elections of the ANSSA Board (Continued)

MR (ASU): Nominated Michelle Lahey (CBUSU) for position of Vice Chair. (*Accepted.*)

Matt Rios (ASU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion: Be it resolved** that the Board appoint Michelle Lahey (CBUSU) as Vice Chair of ANSSA.

Vote:

CBUSU - Yes

SFXSU – Yes

DSU – Yes

ASU – Yes

ASTSU - Yes

**Motion passed unanimously.**

N H-P (SFXUSU): Nominated Patrick Carruthers (SFXUSU) for position of Treasurer. (*Accepted.*)

Jamie Arron (DSU) **moved** and Robert Bossler (ASTSU) **seconded the motion: Be it resolved** that the Board appoint Patrick Carruthers (SFXUSU) as Treasurer of ANSSA.

Vote:

CBUSU - Yes

SFXSU – Yes

DSU – Yes

ASU – Yes

ASTSU - Yes

**Motion passed unanimously.**

OTHER BUSINESS

11. Presentation of gift to Mark Coffin in appreciation of his efforts over three years as ED of ANSSA.

Patrick Carruthers (SFXUSU) **moved** and Michelle Lahey (CBUSU) **seconded the motion** to adjourn.

**Motion passed by general consent.**

ADJOURNMENT