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# **UTMSU BOARD MEETING**

## **#8**

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# Your Guide to Robert's Rules of Order

## RULES OF ORDER AT A GLANCE

To Do This:	You Say This:	May You Interrupt the Speaker?	Must You be Seconded?	Is the Motion Debatable?	Is the Motion Amendable?	What Majority is Required?
Object to incorrect procedure being used	Point of order	Yes	No	No	No	No vote taken, chair rules
Seek clarification from the previous speaker	Point of information	Yes, if urgent	No	No	No	No vote taken, chair rules
Object to something which prevents your continued participation (eg. excessive noise)	Point of personal privilege.	Yes	No	No	No	No vote taken, chair rules
Object to a motion being considered	I object to consideration of this motion.	Yes	No	No	No	2/3 Majority
Consider something out of its scheduled order	I move the agenda be amended in order to deal with the following item....	No	Yes	No	No	2/3 Majority
Overturn the ruling of the chair	I challenge the chair on...	Yes	Yes	Yes	No	Majority
Change a motion	I move that the motion be amended to read...	No	Yes	Yes	Yes	Majority
Have a motion studied more before voting on it	I move that the motion be referred to....	No	Yes	Yes	Yes	Majority
Postpone further discussion on a motion until later in the meeting	I move that the motion be tabled until ...	No	Yes	Only to time	Yes	Majority
Postpone consideration of a motion until a future meeting	I move that the motion be postponed until...	No	Yes	Only to time	Yes	Majority
Raise a matter previously tabled	I move that motion...be lifted from the table.	No	Yes	No	No	Majority
Reconsider a motion already voted on earlier in the meeting	I move that motion...be reconsidered.	Yes	Yes	Yes (if original motion was)	No	Majority
End debate on a motion	I call the question.	No	Yes	No	No	2/3 Majority
Ask that everyone's vote on a particular motion be recorded in the minutes	I call for a roll call vote.	No	No	No	No	No vote required, chair rules
Recess the meeting	I move that the meeting recess until ...	No	Yes	Only to time	No	Majority
End the meeting	I move that the meeting adjourn.	No	Yes	No	No	Majority

**Attendance**

Executives

Maelis Barre  
Wenhan Lou  
Alistair Kirk  
Suraqa Noor  
Reagan Roopnarine  
Fatima Yakubi (non-voting)

Executive Director:

Felipe Nagata (non-voting)

Division I

~~Arnav Nagziker~~ (proxy to Tham)  
Thammathorn (Tham) Paweewan

Division II

Cyrus Joshua Mena  
Niguel Walker  
Zinah Alsleman  
~~Minal (Eesha) Syed~~  
Annie Bhaskar  
Mohammad Safwan Zahid  
Xiyu (Charlotte) Wang

~~Robert Le~~ (proxy to Cyrus)

Fatima Abbas  
~~Gabriel Horan~~  
Yunqi (Eddy) Zhang

Division III

*Vacant*

Division IV

Chidalu Edechi

Guests

Sandra Nastah - co-president of Regenesis  
Fatima Mudassir - co-president of Regenesis  
Michael - higher up from Regenesis  
Bria - from HOUSE  
Lexia (?) - from (?)

**#1. CALL TO ORDER**

Meeting called to order at \_\_\_\_\_.

**#2. LAND ACKNOWLEDGEMENT & EQUITY STATEMENT - Alistair Kirk**

**#3. APPROVAL OF THE AGENDA**

**MOTION**

Moved: M. Barre

Seconded: C. J. Mena

Be it resolved that the agenda be approved as presented.

**VOTE**

**MOTION PASSED**

**#4. EXECUTIVE REPORTS**

**MOTION**

Moved: M. Barre

Seconded: Y. Zhang

Be it resolved that the Executive Reports be approved as presented.

**VOTE**

**MOTION PASSED**

Fatima

- Halloweek
  - Trick or Treat - got to talk about upcoming events, fright the fees campaign, our survey
  - Halloween movie night - destress from school, work, exams, etc.
  - Halloween haunted house
  - Halloween haunted village - another opportunity to talk to the membership
  - Halloween club night

Board of Directors Meeting of the University of Toronto at Mississauga Students' Union  
Friday, November 18th, 2022 • UTMSU, Student Center, Room 100

- Multicultural Week
  - Multicultural Carnival
  - Multicultural Food Fest - everyone could get free lunch
  - International Student Forum
- Karaoke Trivia Night - de-stressor

Alistair

- International Student Forum during Multicultural Week - students could
  - Learn about their rights
  - Meet with primary organisations, such as Canadian Federation of Students (CFS), International Education Centre (IEC), Migrant Students United - they talked about the work they do and upcoming actions students can be a part of
  - Learn about the reality of scams
  - Learn about housing
  - Learn about part-time vs full-time - international students have to be full-time students
  - Give feedback for the International Students Survival Guide
    - Plan is to launch it next semester
- Had a meeting with the Varsity about the temporary lift of the 20 hr rule for international students with jobs
- Had a meeting with the Medium about the Education for All campaign
- Housing legal workshop
  - Program Lawyer from Canadian Centre for Housing Rights educated students about their rights as tenant
  - In partnership with the Pre-Law Organization
- Housing Support Clinic
  - In partnership with the Pre-Law Organization
  - Had training
  - Planning how to market this - will release 3 posters
- Had an emergency meeting with the University of Toronto Employee Association about the strike

Reagan

- Bursaries
  - All officially assessed
- Black History Month
  - Have a list of events so far - will continue to see which work well for the student body
- Food Centre
  - Partnering with external organisations, such as Centre for Student Engagement (?), (received a donation from) Hart House
  - Worked with a few parent students to make we can provide what they need
- Sexual violence policy
  - Went to speak at the Government Council

Suraga

- Consultation meetings with departments
  - Academic societies were there as representatives
- Extending CR/NCR, academic integrity, code of behaviour
- AIU - had a discussion about the language and the policies for the code of behaviour
  - How it has not been updated, regarding to our current learning environment
  - They agree and will try to make a tri-campus attempt
- Lobby Week
  - Will bring up ideas to the Dean, other offices and admin
  - Code of behaviour
    - Has no timeline - leads to a backlog of student cases
  - CR/NCR
    - Talked with professors and department chairs
  - Working groups



Be it resolved that the UTMSU Constitution and By-law Changes sent by the Policy Committee be approved as presented to be sent to the Annual General Meeting (Appendix A).

**VOTE**

**MOTION PASSED**

Summary of the Recommended Changes to be Presented during the AGM

- Updated division numbers
- Changed “Speaker” to “Chair”
- Added “or designate the chair”
  - If the chair is absent, the chair can designate another person to be the chair for a given meeting
- Removing Green Grants Committee
  - Clubs Committee also approves of grants, so we’re putting the role of the Green Grants Committee to the Clubs Committee
- Added ASAC
- Removed UTSU
- Removed club language
  - Ex. Club Week → Welcome Back Week
  - Ex. Club resource → resource session for campus groups
    - Campus groups include clubs, academic societies and levy groups
- Removed “subsequent to September 1 of any year” - under Abandonment of Office (pg 26)
  - Rational: a lot of people may not be able to make it to meetings during the summer
- Added the distinction between Closed Committee & Open Committees
  - Closed Committees - only board members can sit on it
  - Open Committees - general students can sit on it
- Removed “on the UTM campus” - under Committee Procedures (pg 30)
  - No longer have to meet on the UTM campus - we’re more in a hybrid situation now
  - It’s more accessible

**#7. UTMSU & BLIND DUCK PUB AUDITED FINANCIAL STATEMENTS 2021-2022**

**MOTION**

Moved: W. Lou

Seconded: T. Paweewan

Be it resolved the Erindale College Student Union (operating as UTMSU) and The Blind Duck audited financial statements (Appendix B & C) for fiscal year ending April 30, 2022 be added to the agenda for the Annual General meeting of the Erindale College Students Union (operating as UTMSU) on Thursday, November 24, 2022.

**VOTE**

**MOTION PASSED**

Summary

- Blind Duck
  - Statement of Financial Position
    - “Prepaid expenses” (\$44) shown in 2021 & 2022 are actually from 2008 - planning to eliminate it next year
    - “Property and Equipment” - bought some new furniture for patio to provide dining services
      - “Deferred revenue” - shows the cost for buying the new furniture
  - Statement of Operations
    - “Wages and benefits” in 2021 is much lower than in 2022 because the government subsidised some of the wages since it was during the pandemic
- UTMSU
  - Statement of Financial Position

- “cash equivalent” is just cash
- “Short-term investment” is depositing money into the bank to earn interest (not for some project)
- “Inventory” is for the Duck Stop
  - In 2021, all inventory has expired
- “Prepaid expenses” is for insurance
- Statement of Changes in Net Assets
  - Internally restricted vs unrestricted funds/assets
    - Restricted: fund must be used for what the fund was intended for
      - Ex. Health & Dental fund can only be used for Health & Dental
    - Unrestricted: fund can be used in other projects or whatnot other than in the originally intended area the fund was for
- Schedule A - Finance
  - 2021 generally has lower expenses than 2022 because 2021 was still during the pandemic
  - “Telephone” increased ~\$1000 because it was merged with the “Telephone” from Schedule B - Student Centre
- Schedule C - Social Activities and Planning
  - All the revenue comes mainly from selling tickets
    - Orientation revenue comes from selling orientation tickets; others revenue comes from selling tickets during other events
- Schedule F - Duck Stop
  - All numbers have increased because 2021 was during the pandemic
- Statement of Operations
  - Summarises all the above schedules

**#8. AUDITOR RECOMMENDATION FOR 2022 FINANCIAL STATEMENTS**

**MOTION**

Moved: W. Lou

Seconded: C. J. Mena

Be it resolved that Yale PGC be appointed as the external auditors for the Erindale College Students Union (Operating as the UTMSU) and the Blind Duck for the fiscal year ending April 30, 2023.

**VOTE**

**MOTION PASSED**

- Last year’s audits for the Blind Duck and UTMSU were also done by Yale PGC, who did a good job on them

**#9. APPROVAL OF ANNUAL GENERAL MEETING AGENDA**

**MOTION**

Moved: M. Barre

Seconded: Z. Alsleman

Be it resolved that the 2022 AGM Agenda (Appendix D) be approved as presented.

**VOTE**

**MOTION PASSED**

- If there are motions for the AGM that are sent in from students before the AGM, an emergency meeting will be held to approve of the agenda with the updated motions if applicable

**#10. REMOVAL FROM OFFICE**

**MOTION**

Moved: M. Barre

Seconded: S. Noor

Be it resolved that Gabriel Horan and Minal (Eesha) Syed, director from the Board Division 2 (at-large representatives) be removed from office due to lack of attendance.

**VOTE**

**MOTION PASSED**

- From September 1, board members from Board Division 2 can be removed from office if they did not attend 3 consecutive meetings - both Gabriel Horan and Minal (Eesha) Syed did not attend the September, October and the November (this one) board meeting
  - If the amendment to remove “subsequent to September 1...” from the by-laws was approved during the AGM, board members can be removed before September 1, allowing new board members to sit on the board through the by-elections, since these elections happen before September 1

<b>#11. REFERENDUM PETITION - HOUSE CANADA</b>
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**MOTION**

Moved: W. Lou

Seconded: N. Walker

Be it resolved that the Referendum petition put forward by HOUSE CANADA be approved as presented in Appendix E.

**VOTE**

**MOTION PASSED**

**EXTENDING SPEAKING RIGHTS TO GUESTS**

**MOTION**

Moved: T. Pawewwan

Seconded: S. Noor

Be it resolved that the speaking rights to the guests from HOUSE CANADA and Regenesis will be extended for agenda item #11 and for agenda item #12.

**VOTE**

**MOTION PASSED**

Summary

- From the EARC
  - Main suggestions for edits were for formatting issues, such as font size and more consistent number of signatories per page
  - There were also suggestions for clarifying some things, such as whether part-time students were included and the refund process
- From HOUSE CANADA
  - HOUSE: Housing Our University Students Equitably
  - Strives towards affordable housing for students
  - Why referendum?
    - They need access to more funding, which Levy funding would be very helpful
- Motion was passed in condition with the extra edit mentioned during the meeting about how refund works in petition terms

<b>#12. REFERENDUM PETITION - UTM REGENESIS</b>
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**MOTION** Moved: W. Lou Seconded: Y. Zhang

Be it resolved that the Referendum petition put forward by UTM Regenesis be approved as presented in Appendix F.

**VOTE**

**MOTION PASSED**

**#13. UPCOMING EVENTS**

- Job Readiness Support Campaigns
  - LinkedIn Photo Day - Wednesday, November 23 at 10:00AM
    - Same time as Free Breakfast Wednesday
  - LinkedIn Workshop - Wednesday, November 23 at 2:00PM
    - In collaboration with the Career Centre
    - Will talk about how to set up a LinkedIn account with your experiences, volunteers, opportunities, how to set up your bio, etc.
- Annual General Meeting - Thursday, November 24 at 6:00PM
- Destressors - December 5 to 8
  - There'll be therapy dogs!

**#14. OTHER BUSINESS**

Holiday Formal

- Don't worry about the clothes - doesn't actually have to be formal
- There'll be food and activities
- Can do a performance if you want
- Deadline is Wednesday
- There'll be bussing option

**#15. ADJOURNMENT**

**MOTION** Moved: M. Barre Seconded: W. Lou

Be it resolved that the meeting be adjourned at 5:58pm.

**VOTE**

**MOTION PASSED**

<b>VALIDATION</b>		
<b>MAELIS BARRE PRESIDENT</b>		<b>Friday, November 18, 2022</b>
<b>NAME AND POSITION</b>	<b>SIGNATURE</b>	<b>DATE</b>