



**DURHAM COLLEGE STUDENTS INCORPORATED**  
**BOARD OF DIRECTORS MEETING MINUTES**  
*April 23, 2020*

*The twelfth meeting of the Third Board of Directors of the Durham College Students Incorporated met on April 23, 2020 at 5:00 p.m.*

**Third Board of Directors**

Present:

Director Eduardo Akeson  
Director Daniel Keating  
Director Johan Tobias  
Director Matthew Givans  
Director Harmanjit Pixie Kaur

(Non Voting)

Chairperson Natalie Bartley  
General Manager Faris Lehn  
Financial Controller, Josh Reece  
Secretary of the Board Charles Wilson  
Yvonne Armstrong, Board Observer

Regrets:

Director Mariam Asif  
Director Jane Dimitriou- Currie

**CALL TO ORDER**

The Chairperson called the meeting to order at 5:15 p.m.

**SUSPENSION OF THE RULES OF ORDER**

**RESOLUTION 2019-12-01**

**Moved by: Director Eduardo Akeson**

**Seconded by: Director Pixie Kaur**

***That the section 7.1 of the Rules of Order and Procedures be suspended for the eleventh Meeting of the Board of Directors.***

**-CARRIED (2019-12-01)**

**ADOPTION OF THE AGENDA**

**RESOLUTION 2019-12-02**

**Moved by: Director Johan Tobias**

**Seconded by: Director Eduardo Akeson**

***That the Agenda for the twelfth meeting of the Board of Directors of Durham College Students Incorporated be adopted.***

**-CARRIED (2019-12-02)**

**MINUTES OF PREVIOUS MEETINGS**

**RESOLUTION 2019-12-03**

**Moved by: Director Daniel Keating**

**Seconded by: Director Eduardo Akeson**

***That the minutes of the eleventh meeting of the Board of Directors held on March 19, 2020 be adopted.***

**-CARRIED (2019-12-03)**

**RESOLUTION 2019-12-04**

**Moved by: Director Daniel Keating**

**Seconded by: Director Eduardo Akeson**

***That notwithstanding the Rules of Order and Procedure, or usual practice, the minutes of the tenth meeting of the Board of Directors is deemed to be written, received, and approved by the Board immediately prior to the prorogation of the third Board of Directors and shall be approved by the Secretary of the Board and a majority of the Management Committee upon being complied.***

**-CARRIED (2019-12-04)**

**DECLARATION OF CONFLICT OF INTEREST**

None were declared.

**RATIFICATION OF ONLINE MOTION OF THE BOARD OF DIRECTORS**

**RESOLUTION 2019-12-05**

**Moved by: Director Daniel Keating**

**Seconded by: Director Eduardo Akeson**

***That the results of the Electronic Vote of the Board held March 26, 2020 is adopted, and the following motion be deemed to be moved, seconded, debated, and carried by the Board of Directors on March 27, 2020.***

**-CARRIED (2019-12-05)**

*The Motions is as follows:*

**RESOLUTION 2019-11A-01**

*That the Board of Directors, of Durham College Students Inc. directs and authorizes:*

- a) the Management Committee to spend two-hundred and fifty thousand dollars (\$250,000) out of the reserves, and previous years carryover of income over expenses of the corporation to establish an emergency bursary for students of Durham College of Applied Arts and Technology who are economically effected by the State of Emergency in the Province of Ontario declared by Order in Council 518/2020 under the Emergency Management and Civil Protection Act (RSO 1990, c E.9) regarding the current outbreak of the COVID-19 coronavirus disease, the closure of non essential businesses as ordered by Ontario Regulation 82/20 made under the Emergency Management and Civil Protection Act (RSO 1990, c E.9), Order in Council 2020-0175 made under the Quarantine Act (S.C. 2005, c. 20), the closure of public elementary and secondary schools declared by Order in Council 517/2020 made under the Education Act (RSO 1990, c. E.9), and other economic issues regarding the outbreak of the COVID-19 coronavirus disease; and*
- b) directs the management committee to work with the proper officers of Durham College of Applied Arts and Technology in determining the regulations regarding the qualifications and other administrative matters regarding the bursary.*

**RECORD OF ELECTION**

**RESOLUTION 2019-12-06**

**Moved by: Director Pixie Kaur**

**Seconded by: Director Eduardo Akeson**

***That the Record of the Election of the Board of Directors both at the 2020 Spring General Election held March 10-12, 2020 and the Special Membership Meeting of various classes of membership held April 6-8, 2020 be received.***

**-CARRIED (2019-12-06)**

**2020-2021 OPERATING BUDGET**

The 2020-2021 Operating Budget was presented. It is enclosed as Appendix I.

**RESOLUTION 2019-12-07**

**Moved by: Director Eduardo Akeson**

**Seconded by: Director Johan Tobias**

***That the Operations Budget for the fiscal year 2020-2021 be adopted, subject to adjustment based on the confirmation of enrollment numbers and fees being paid in October 2020 and February 2021.***

**-CARRIED (2019-12-07)**

**BOARD PROCEDURAL POLICY UPDATE: ELECTRONIC MEETINGS**

**RESOLUTION 2019-12-08**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the amendment to the Board Procedural Policy presented in the report of the Secretary of the Board be adopted.***

***-CARRIED (2019-12-08)***

The amendment is attached as appendix II.

**DEPUTY CHAIRPERSON BY-LAWS**

**RESOLUTION 2019-12-09**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the by-laws be amended to add section 8.11 as follows:***

***The Board shall immediately after the appointment of the Managing Director appoint a Deputy Chairperson, the Deputy Chairperson shall:***

- a) be an associate of the Chairperson in the affairs of the Corporation, upon the request of the Chairperson;***
- b) In the absence of the Chairperson, or at the Chairperson's request, the Deputy Chairperson shall be chairperson of the Board.***
- c) The Deputy Chairperson shall continue in office until (i) removed by special resolution of the Board of Directors; (ii) the April 30<sup>th</sup> of each year.***

***And further, by-law 7.6 (d) is amended by adding "and Deputy Chairperson" after the word "Chairperson"***

***-CARRIED (2019-12-09)***

**STANDING COMMITTEE ERROR IN THE BY-LAWS**

**RESOLUTION 2019-12-10**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the by-laws be corrected to substitute the word "Steering Committee" with "Standing Committee" whenever it shall appear.***

***-CARRIED (2019-12-10)***

**COMMITTEE COMPOSITION**

**RESOLUTION 2019-12-11**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Pixie Kaur***

***That section 12.6 of the by-laws be rescinded and replaced as follows:  
12.6 Composition.***

***(a) The Standing Committee shall be composed of:***

***(i) The Managing Director as the Chair;***

***(ii) at least three Directors appointed by the Board;***

***(iii) the Chairperson, Deputy Chairperson, and General Manager.***

***(b) The Elections Committee shall be composed as set forth in Elections Policy.***

***-CARRIED (2019-12-11)***

**DELETING REDUNDANT PROVISIONS IN THE BY-LAWS**

**RESOLUTION 2019-12-12**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the by-laws be amended to delete sections 12.2 and 12.3.***

***-CARRIED (2019-12-12)***

**REPORT OF THE STANDING COMMITTEE**

**RESOLUTION 2019-12-13**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the report of the Standing Committee held on April 2, 2020 be adopted.***

***-CARRIED (2019-12-13)***

**STATEMENT OR QUESTIONS BY MEMBERS**

Statements were given and questions were asked by members.

**ADJOURNMENT**

**RESOLUTION 2019-12-14**

***Moved by: Director Eduardo Akeson***

***Seconded by: Director Daniel Keating***

***That the board do now adjourn sine die.***

***-CARRIED 2019-12-14***

**PROROGATION OF THE THIRD BOARD OF DIRECTORS**

*The Secretary of the Board read the sentence of Prorogation.*

Honourable Members: I am commanded to inform it is the will and pleasure that of the Board that the Board adjourns *sine die*. Honourable Members of the Board you are discharged from the duties and trusts which you have undertaken and served faithfully in since April 27, 2020. I am commanded to thank you for your service to this Durham College Students Incorporated and to the Students Durham College. Honourable members, May Divine Providence guide you today and forever. The Third Board of Directors of Durham College Students Incorporated is Prorogued at ten minutes past six o'clock in the evening on April 23, 2020.