



# ASEC Board of Directors Minutes

June 9, 2019

*Acting Chair: Emmanuel Barker*

1. **Call to order:** 10:37 AM
2. **Roll Call:** Director Velasco, Director Comeau, Director Collins, Director Ehry, Director Koehler, and Interim ED - acting secretary.
3. **Approval of Agenda**

3.1. Agenda for June 9, 2019.

- *Motion to approve the agenda for the meeting on June 9, 2019 with the following additions:*
  - *Add motion for election of the chair.*
  - *Selection of the auditor.*
  - *Moved by Director Velasco. Seconded by Director Comeau. Opposed: none*  
**CARRIED**

## 4. Approval of Minutes

4.1. Minutes from April 23, 2019.

- *Motion to recess at 10:43 for 5 minutes.*
  - *Moved by Director Comeau Seconded by Director Koehler Opposed: none.*  
**CARRIED.**

*Reconvened at 10:48.*

- *Motion to move in camera with staff*
  - *Moved by Director Koehler. Seconded by Director Comeau. Opposed: none*  
**CARRIED.**
- *Motion to move out of camera at 11:06am*
  - *Moved by Director Koehler. Seconded by Director Comeau. Opposed: none.*  
**CARRIED.**
- *Motion to move back to formality*
  - *Moved by Director Comeau. Seconded by Director Velasco. Opposed: none.*  
**CARRIED.**



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- *Motion to approve the minutes from the board meeting on April 23, 2019 as amended.*
  - *Moved by Director Comeau. Seconded by Director Koehler. Opposed: none*  
**CARRIED**
  
- *Motion to amend by striking all confidential contract related information in the original minutes for the purposes of confidentiality.*
  - *Moved by Director Velasco. Seconded by Director Collins. Opposed: none.*  
**CARRIED.**

## 5. Election of the Chair

- Discussion regarding the role of the chair and their responsibilities

### 5.1. Call for nominees

Director Comeau nominates Director Koehler. Director Koehler accepts the nomination.

### 5.2. Election of the Chair

- *Motion to appoint Director Koehler as the 2019-2020 Chair of the Board of Directors.*
  - *Moved by Director Collins. Seconded by Director Comeau. Opposed: none*  
*Abstained: Director Koehler. CARRIED.*

*Chair responsibilities moved to Director Koehler following his election as Board Chair.*

## 6. Approval of the auditor

- *Motion to move in camera with staff at 11:37am.*
  - *Moved by Director Comeau. Seconded by Director Ehry. Opposed: none.*  
**CARRIED.**
  
- *Motion to move out of camera at 11:44.*
  - *Moved by Director Comeau. Seconded by Director Ehry. Opposed: none.*  
**CARRIED.**
  
- *Motion to select Turnbull Gamroth LLP as the ASEC auditors for the 2019-2020 fiscal year.*



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- o *Moved by Director Comeau. Seconded by Director Collins. Opposed: none. CARRIED.*

### 7. Report

#### 7.1. Report of the Interim Executive Director (Naomi Pela)

- *Motion to recess until 2pm.*
  - o *Moved by Director Comeau. Seconded by Director Velasco. Opposed: none. CARRIED.*

*Reconvened at 2:35pm*

### 8. Presentation

### 9. Old Business

### 10. Decision items

#### 10.1. BoD Advisor Appointment ( BoD )

- *Motion to have Cherie Sawaryn and Elizabeth Sweiger appointed as Board of Directors Advisors.*
  - o *Moved by Director Comeau. Seconded by Director Ehry. Opposed: none. CARRIED*

#### 10.2. ED Hiring Committee ( BoD )

- *Motion to strike Executive Director Hiring Committee as outlined in the bylaws.*
  - o *Moved by Director Velasco. Seconded by Director Ehry. Opposed: none. CARRIED*
- *Motion to populate the Executive Director Hiring Committee with Director Comeau, Director Velasco, Executive Director Elizabeth Sweiger, Executive Director Chris Chelmick, Chair of the Board Director Koehler.*
  - o *Moved by Director Collins. Seconded by Director Ehry. Opposed: none. CARRIED*



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### 10.3. Mandatory Non-Instructional Fees

- *Motion to strike the Mandatory Non-Instructional Fees Ad-Hoc Committee with Brittany Lausen as chair.*
  - *Moved by Director Comeau. Seconded by Director Velasco. Opposed: none.*  
**CARRIED.**
    - *Appointment of committee members is tasked to the Committee Chair and ASEC office staff within the next week or two.*

### 10.4. Extension of Interim Executive Director Position

- *Motion to extend the Interim Executive Director position until such a time that a permanent Executive Director is hired, allowing for a 15 business day overlap between positions.*
  - *Moved by Director Collins. Seconded by Director Comeau. Opposed: none.*  
**CARRIED.**
- *Motion to approve the Interim Executive Director's timesheet for the dates of June 3<sup>rd</sup> to 9<sup>th</sup>.*
  - *Moved by Director Comeau. Seconded by Director Velasco. Opposed: none.*  
**CARRIED.**

### 10.5. Revised Budget

- *Motion to approve revised budget as presented by Interim Executive Director.*
  - *Moved by Director Velasco. Seconded by Director Comeau. Opposed: none.*  
**CARRIED.**

### 10.6. Removal of CAP for NAITSA

- *Motion to request that NAITSA pay membership fees in full amount, in agreement with the spirit of the bylaws as approved by the membership during the February 2019 AGM.*
  - *Moved by Director Ehry. Seconded by Director Collins. Opposed: none.*  
**CARRIED.**



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## 11. New Business

### 11.1. Direction/Feedback from Board for Interim Executive Director

- The Board Members provided several task items for the Interim Executive Director.

### 11.2. Board members sitting in Delegate Meetings

- It was discussed by the Board that it would be beneficial for some or all Board Members to sit in Delegate meetings in order to be able to contribute context to the discussions.

### 11.3. Investments and/or GICs

- The SAITSA Delegate was sponsored by the Chair and made the comment that the Board should prioritize investigating investment options for ASEC. This was tasked to the Interim Executive Director as an action item.

## 12. Action Items

Task:	Details:	Deadline:	Assigned to:
Contact auditor	Regarding the internally restricted/unrestricted funds. <ul style="list-style-type: none"> <li>- Desks/furniture</li> <li>- Campaigns</li> </ul>	Upcoming board meeting	Interim ED.
Contact auditor	Investments/GICs	August 15	Interim ED
Northern Lakes	Investigate the situation	Before Goal Setting Conference	Interim ED
New members	Pursue new relationships		Interim ED
By-election	Present a proposal for the process of a by-election	June 21	ASEC home office



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**13. Round table** - your feedback and updates are very much appreciated and help inform part of the newsletter that goes out to the membership. Thank you for sharing!

- Director Velasco - thank you to everyone for the hard work and staying around for the conference.
- Chair reminded members of the responsibility and dedication of the Board to the students and commends members on their willingness to stay late.

### 14. In Camera

- *Motion to go in camera without staff at 3:55 PM.*

- *Moved by Director Comeau. Seconded by Director Velasco. Opposed: none.*  
*CARRIED.*

- *Motion to go out of camera at 4:00 PM.*

- *Moved by Director Comeau. Seconded by Director Ehry. Opposed: none.*  
*CARRIED.*

**15. Next meeting: June 24<sup>th</sup> at 10:00 – 12:00**

### 16. Adjournment

- *Motion to adjourn the meeting at 4:01 PM*

- *Moved by Director Comeau. Seconded by Director Ehry. Opposed: none*  
*CARRIED*