



2024 ANNUAL MEETING OF THE MEMBERS

Mohawk Students' Association
ANNUAL MEETING | OCTOBER 9, 2024

ANNUAL MEETING AGENDA

TIME/ DURATION	ITEM	TOPIC	LEAD	INFORMATION	DISCUSSION	DECISION
4:30pm		Part I – Welcome				
30 min		Meet n’ Greet <ul style="list-style-type: none"> MSA Members sign in and receive meal voucher Meet MSA Board of Directors 	MSA Staff / Board	X	X	
5:00pm		Part II – Open Session				
	1.0	INTRODUCTION				
5 min	1.1	Opening Remarks & Call to Order	M. De Los Santos	X		
	1.2	Land Acknowledgement	M. De Los Santos	X		
	1.3	Attendance and Quorum Call	M. De Los Santos	X		
	1.4	Declarations – Conflict(s) of Interest	M. De Los Santos	X		
5:05pm	2.0	ITEMS FOR APPROVAL				
10 min	2.1	Agenda of Annual Meeting – October 9, 2024	M. De Los Santos		X	X
	2.2	Minutes of Previous Annual Meeting – October 4, 2023	M. De Los Santos		X	X
5:15pm	3.0	OLD BUSINESS				
10 min	3.1	Business Arising from the Minutes	M. De Los Santos			
5:25pm	4.0	NEW BUSINESS				
45 min	4.1 (10 min)	MSA – Who, What, Where, Why, How <ul style="list-style-type: none"> Overview of Association 2021-2025 Strategic Plan 	P. Nemezio de Campos Silva / M. Iturriaga	X	X	
	4.2 (10 min)	MSA By-Laws <ul style="list-style-type: none"> Overview of Bylaw Changes Motion to approve the amendments of the MSA By-Laws 	R. Nurse / R. Singh	X	X	X
	4.3 (5 min)	2023-2024 MSA Audited Financial Statement & Report <ul style="list-style-type: none"> Overview of report Overview of financials Motion to accept the 2023-2024 Audited Financial Statements 	R. Riya / M. Falletta / MacGillivray Chartered Accountants	X	X	X
	4.4 (5 min)	Appointment of Auditors <ul style="list-style-type: none"> MacGillivray Chartered Accountants Motion to appoint for the 2024-2025 MSA Audit 	R. Riya	X	X	X
	4.5 (15 min)	MSA 2024-2025 Advocacy Priorities	P. Nemezio de Campos Silva / Various BOD	X	X	
6:10pm	5.0	CONCLUSION				
2 min	5.1	Concluding Statements and Appreciation		X		
	5.2	Adjournment				X
6:12pm		Part III – Town Hall				
	1.0	OPEN FORUM SESSION FOR STUDENTS				
50 min	1.2	Generative Discussion <ul style="list-style-type: none"> Questions and concerns submitted by students 	Various	X	X	

		<ul style="list-style-type: none"> Interactive session with your Board of Directors Prize Giveaway 				
7:02pm	2.0	CONCLUSION				
5 min	2.1	Concluding Statements	M. De Los Santos	X		
	2.2	Adjournment	M. De Los Santos			X

Item 2.2 – Previous Minutes of the Annual Meeting – October 4, 2023

Mohawk Students' Association

ANNUAL MEETING OF THE MEMBERS

Wednesday, October 4, 2023

5:30 p.m. – via Zoom/In Person

MINUTES

BOD Present:	Elizabeth-Joy Phillips Pedro Nemezio de Campos Silva Harnoor Singh Reet Saini Michael Falletta	Executive Director:	Marc Iturriaga
		Recording Secretary:	Melanie Extance
Regrets:	Parvathy Palaparambil Kisha Amoah	Speakers:	Samantha Hoover Mary De Los Santos
Ordinary Members Present:	93 (excluding BOD)	Guests:	Wendy Rolfe Katie Burrows Sandy Tepsic Hibo Ahmed Montana Hunter Louisa Drost Dorthan Bruce Emma He Natalie Fisher Calina McNamara Ty Howie Broadcasting/TV Crew Jackie McCollom Jamie Mitchell Tinu Donn April Chiro Elder Dave Williams Alister Sadaghyani Santosh Cherukula Non-voting Members

Part I – Welcome

The doors of the Arnie opened at 5:30pm, where attendees could register and mingle amongst each other. Food was served, ambient music played in the background, and students and staff engaged in lively conversations. The student staff were responsible for getting a general idea of the attendance numbers.

All board members had the opportunity to introduce themselves to other voting members and create connections. The TV Broadcasting Crew, consisting of a professor and six students, set up the venue to support a hybrid Annual Meeting event, thereby encouraging greater participation and enhancing accessibility. As the Annual Meeting was about to start, students and staff were encouraged to take any unfinished food or drinks to their seats.

Dave Williams, a Cayuga Elder, conducted a traditional opening ceremony. As a faith keeper at the Six Nations Longhouse, his presence added a significant cultural element to the evening.

Part II – Open Session

Item 1.0 – Introductions

1.1 Call to Order & Opening Remarks

The Open Session of the Annual Meeting was called to order at **6:07 p.m.**

Former MSA President, Samantha Hoover and Mary De Los Santos, current Board Speaker, extended a warm welcome to the attendees and expressed their gratitude for being invited to speak at the 2023 Annual Meeting (AMM). Mary highlighted that the main objective of the AMM is to review the activities and business undertaken by the elected Board of Directors during the last fiscal year, focusing on the period of 2022-2023. Samantha mentioned that this year marked the third instance of the MSA conducting the AMM as a hybrid event and requested everyone's patience with any potential technical issues the TV Broadcasting Crew might encounter. She also instructed those attending, whether in-person or via Zoom, to use the raised hand feature for questions and to wait for acknowledgment from an MSA Moderator before speaking.

1.2 Land Acknowledgement

Samantha Hoover and Mary De Los Santo stated that “as part of Mohawk Students’ Association commitment to truth and reconciliation, we want to acknowledge and show respect to the land in which Mohawk College and Mohawk Students’ Association is situated on. These lands are the traditional territories of the Haudenosaunee and Anishnaabeg Nations, within the lands protected by the Dish with One Spoon Wampum Agreement, and is currently home to many Indigenous peoples from across Turtle Island. We honour and pay respect to these lands, and to all First Nations, Inuit and Metis Peoples throughout Turtle Island, as the land we currently stand on has a strong, spiritual significance and a rich history to the Indigenous peoples who have called Canada their home for thousands of years. I would like all of us here to recognize the Indigenous peoples as the traditional stewards of this land and pay respects to their Elders, both past and present. We should also learn and understand the ongoing impacts of colonization and the loss of language, culture, and traditional practices that Indigenous peoples have suffered. We should all work towards restoring and preserving the relationships between Indigenous peoples and their land, and we should all be committed to learning about and respecting Indigenous histories, cultures, and perspectives. I hope we can all work together to create a more equitable and just society, where Indigenous peoples here in Canada and all over the world are honoured, respected, and valued as the original inhabitants of the land they and we, call home”.

1.3 Attendance & Quorum Call

Samantha and Mary stated before attendance and quorum is called, they would like to acknowledge all of the elected student leaders of the MSA for their attendance this evening. Samantha introduced each board member and stated their respective position on the board and which campus they attend. All board members present stood, waved, and thanked Samantha and the audience for the introduction and applause.

Samantha then noted that Melanie Extance, Governance & Advocacy Specialist, will be announcing the official attendance and quorum for the AGM. Melanie Extance reported that there were 93 voting members in attendance, either in person or on Zoom. She noted that for motions to be carried, it is required to have a simple majority vote (50% + 1 eligible voters) to vote in favor. Therefore, 47 voters are what constitutes a simple majority.

Samantha thanked Melanie for the update and reminded everyone in order for a motion to carry, 47 voters present at the AMM need to vote in favor. Mary proceeded to explain the voting system for both in person and virtual attendees. It was stated that motions have already been moved and seconded by Board so the Ordinary Members can directly vote on items from the agenda post-discussion. It was further explained that when the motion is announced, the Ordinary Members will be asked to vote in one of the following ways that they most align with. Samantha explained the process for students who had proxy votes.

- **IN FAVOUR** – meaning you agree and support the motion at hand and have no doubt in your mind that this ask is not an unreasonable item to approve
- **OPPOSED** – meaning you do not agree or support the motion at hand and have doubts in your mind that this is an unreasonable item to approve
- **ABSTAIN** – meaning you do not feel you have enough information in order to cast your vote in favour or opposed to the motion

Mary also reminded all in attendance, if for at any time you are unsure what is being asked of you or would like more clarity or something to be rephrased, do not hesitate to ask. MSA Moderators are walking around to support all in attendance if there is a concern; identifiable by MSA Lanyards.

1.4 Conflicts of Interest

None declared.

ITEM 2.0 – Items for Approval

2.1 Agenda of Annual Meeting – October 4th, 2023

Moved by Phillips, Elizabeth-Joy, seconded by Nemezio de Campos Silva, Pedro, to approve the agenda of the Mohawk Students' Association's Annual Meeting dated October 4th, 2023 as circulated.

CARRIED

2.2 Minutes of the Previous Annual Meeting – November 7, 2022

Moved by Phillips, Elizabeth-Joy, seconded by Harnoor Singh, Harnoor Singh to approve the minutes of the Mohawk Students' Association's Annual Meeting dated November 7, 2022 as circulated.

CARRIED

1 Member Abstained

ITEM 3.0 – Old Business

3.1 Business Arising from the Minutes

None declared.

ITEM 4.0 – New Business

4.1 MSA – Who, What, Where, Why, How & Strategic Plan

Samantha Hoover and Mary De Los Santos introduced Elizabeth-Joy Phillips and Marc Iturriaga, MSA President and the Executive Director to present the MSA Annual Report for the 2022-2023 year.

Elizabeth-Joy and Marc addressed the attendees, acknowledging the technical difficulties experienced with the WIFI drop. They appreciated the patience of everyone present and proceeded to improvise as needed. They emphasized that every student present is a vital part of the MSA, reiterating, "You are all the MSA. You are ALL members of the MSA."

Elizabeth-Joy explained that student fees contribute significantly to the MSA, which in turn uses those funds to support a wide range of services, advocate for student needs, organize events, and more. She highlighted that the MSA exists solely to support students, foster their growth, and enhance their journey at Mohawk College.

Marc provided an overview of the services and components offered by the MSA, touching on various aspects of student support and engagement. They then opened the floor for questions, one of which addressed the unintentional bias towards international students in finding on-campus and off-campus employment. Marc assured students that this issue is being taken seriously and that efforts are underway to improve job accessibility for international students.

The presentation continued with a summary of the strategic initiatives and collaborations undertaken by the MSA, focusing on sustainability and operational efficiencies. The key points included:

- Implementation of technologies that enhance operational efficiencies.
- Fostering a sense of belonging among staff.
- Ensuring sustainable funding, forecasting, and contingency planning.
- Building leadership within the higher education community.
- Prioritizing social, financial, and environmental sustainability.

Further, the strategic plan for 2025 was discussed, outlining four main priorities:

- Empowering Mohawk Students
- Enhancing MSA Work Culture
- Promoting Equity, Diversity, and Inclusion
- Humanizing the MSA Brand

Achievements over the past year were highlighted, such as:

- Improved engagement through better invitations and interpersonal interactions.
- Increased student participation in elections and AGMs.
- Recruitment of student staff and the implementation of a feedback loop.
- Certification as a living wage employer.
- Enhanced food security and equitable hiring practices.

The session concluded with a vision of where the MSA is headed, including improvements in food experiences, revisions to the student center, and the launch of the MSA Student Portal. Elizabeth-Joy and Marc thanked the audience for their attention and participation and encouraged continuous engagement and feedback to further the mission of the MSA.

4.2 MSA Bylaws

Samantha Hoover and Mary De Los Santos re-introduced Elizabeth-Joy Phillips to present the changes to the MSA Bylaws and to invite the Ordinary Members to vote to approve the changes.

Elizabeth-Joy thanked Samantha and Mary, then began by explaining that as **of May 1, 2023**, the MSA Board of Directors prompted necessary changes to several MSA policies and bylaws to align better with the increased student representation for the Board of Directors and increased accountability measures for student leaders. Elizabeth-Joy emphasized that the purpose of bylaws is to maintain consistency in the operation of the organization, providing clear rules and procedures to prevent internal disputes and ensure smooth functioning.

The updated structural changes allow the MSA to engage more meaningfully with satellite campuses along with increases to grade requirements for students wanting to run in elections and be student leaders with the MSA. Elizabeth-Joy reminded the Ordinary Members that as fee-paying members of the MSA, they should feel free to ask questions about the changes.

Elizabeth-Joy read the motion to approve the changes and then took her seat. Samantha Hoover then asked the audience to vote on the approval of the changes.

Moved by Elizabeth-Joy Phillips, seconded by Harnoor Singh to approve the changes to the MSA Bylaws as circulated.

CARRIED

4.3 2022-2023 MSA Audited Financial Statement & Report

MOHAWK STUDENTS' ASSOCIATION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED APRIL 30, 2023

	<i>Operating Fund</i>	<i>Capital Fund</i>	<i>2023 Total</i>
Revenue			
Student fees	\$ 2,877,289	\$ 467,751	\$ 3,345,040
Health and dental fees (note 11)	2,710,938	-	2,710,938
Business operations	1,103,712	-	1,103,712
General departments (note 16)	62,645	-	62,645
Interest income	303,322	-	303,322
Amortization of deferred grant	-	58,133	58,133
	<u>7,057,906</u>	<u>525,884</u>	<u>7,583,790</u>
Expenses			
Business operations	1,143,458	-	1,143,458
General departments (note 16)	2,989,673	-	2,989,673
Health and dental premiums (note 11)	2,744,308	-	2,744,308
Special projects	6,572	-	6,572
Amortization capital assets	-	461,877	461,877
	<u>6,884,011</u>	<u>461,877</u>	<u>7,345,888</u>
Excess (deficiency) of revenue over expenses	<u>\$ 173,895</u>	<u>\$ 64,007</u>	<u>\$ 237,902</u>

Samantha Hoover introduced Michael Falletta, Treasurer, to present the 2022-2023 audited financial report for the MSA on behalf of MacGillivray Chartered Accountants.

Michael thanked everyone for the opportunity to speak to the audited financial report as an MSA Treasurer and Budget Committee member. He explained that MacGillivray Chartered Accountants had prepared an auditor's report regarding the financial statements for the year ending April 30, 2023. The audited financial statements include the statement of financial position, statement of operations, statements of changes in fund balances, and statement of cash flow. The Independent Auditors Report concluded that the financial statements present fairly, in all material respects, the financial position of the organization as of April 30, 2023, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations (ASNPO).

Michael detailed how the 2022-2023 fiscal year was influenced by fluctuating interest rates, which had a significant impact on the financial outcomes. He noted that the MSA received \$303,322 in interest income compared to \$56,264 in the prior year, a result of increased interest rates from their historic lows. This additional income was crucial in maintaining the MSA's financial health and supporting various student services.

He then provided an overview of the financial health of the MSA, emphasizing the non-profit nature of the organization. The 2022-2023 audit confirmed a consolidated net income of \$237,902, which includes a net operating income of \$250,000 and a capital expenditure of \$12,098. The unrestricted operating income was reported as \$245,804, with a Health & Dental Plan Internally Restricted fund surplus of \$5,196. These funds ensure that the MSA can continue to offer enhancements to student health care plans through Studentcare.

Michael explained that the MSA's financial stability allowed it to postpone any major capital projects and expenditures until a full return to campus operations. Total student fees collected during the 2022-2023 year amounted to \$2,865,489. He highlighted the importance of these fees in providing the MSA with the resources necessary to fulfill its mission of supporting students.

He pointed out that MacGillivray Chartered Accountants found the MSA's financial position to be strong, with \$7,549,478 in cash holdings. This robust financial position allows the Association to remain flexible and support new initiatives, enhancing services and adapting to the evolving needs of students. The strong financial health is attributed to high enrollment numbers, increased fees, lower operational spending.

Michael concluded by reaffirming the MSA's commitment to creating a supportive community for students, providing relevant support, positive experiences, and a strong voice for all Mohawk College students. He expressed gratitude for the unwavering dedication to service excellence during these challenging times.

After thanking the audience for their attention, Michael opened the floor for questions. No questions were posed, and he proceeded to read the motion to approve the financial statements.

Moved by Michael Falletta, seconded by Elizabeth-Joy Phillips, to approve the 2022-2023 MSA Audited Financial Statements as circulated.

CARRIED

4.4 Appointment of the 2023-2024 Auditors

Samantha Hoover reintroduced Michael Falletta to re-appoint the auditors for the 2023-2024 year. Michael thanked Samantha for the reintroduction and expressed gratitude to everyone who voted to approve the 2022-2023 audited financial statements.

Michael emphasized the power of the student voice, noting the significant impact it has on important voting decisions. He explained that he was back at the podium to request the Ordinary Membership to reappoint MacGillivray Chartered Accountants to perform the 2023-2024 audit on behalf of the MSA. Michael then introduced some of the auditors who attended the AGM, both in person and online, and invited them to share a few words.

Jamie Mitchell, a partner at MacGillivray Chartered Accountants, thanked Michael for the introduction and expressed his pleasure in working with the MSA. He highlighted the organization's transparency and thoroughness in providing all necessary documentation, making the auditing process straightforward. Jamie welcomed any questions from the audience regarding the audit process.

Michael thanked Jamie for his introduction and echoed his sentiments, praising MacGillivray Chartered Accountants as a student-driven company that aligns well with the MSA's values. He noted their dedication to providing advice, support, and clarity, making the auditing process accessible and understandable for everyone involved.

Michael then asked the audience if they had any questions for himself, Senior Manager of Finance Sandy Tepsic, or Jamie Mitchell. No questions were raised. Michael proceeded to read the motion and thanked the audience once again for their time. Samantha Hoover then asked the Ordinary Membership to cast their votes.

Moved by Michael Falletta, seconded by Elizabeth-Joy Phillips, that the Ordinary Membership approve the reappointment of MacGillivray Chartered Accountants to perform the 2023-2024 financial audit for the Mohawk Students' Association.

CARRIED

4.5 MSA Advocacy Impact

Mary De Los Santosh re-introduced Elizabeth-Joy Phillips to present the advocacy impact, highlighting the key priorities and initiatives the MSA has undertaken to support and enhance the student experience.

Priorities:

1. International Student Experience (Harnoor):

Challenges: International students face fewer bursaries and scholarship options and a lack of resources. Specific issues include blocked registration for first-semester students, resulting in problems with timetable selection and access to services (e.g., gym, PRESTO cards).

Objective: Reduce barriers and make services as accessible to international students as they are to domestic students. This includes resolving registration issues and ensuring access to campus facilities and resources.

2. Placements (Elizabeth-Joy Phillips):

Challenges: Nursing students face transportation barriers and issues with randomization software, impacting equitable placement opportunities.

Objective: Address these barriers to ensure all students have equitable access to placement opportunities.

3. Open Educational Resources (Pedro):

Challenges: Textbooks are often too expensive, leading to some students not having access to required resources.

Objective: Advocate for lifelong access to textbooks at zero cost by asking the College to open licensing restrictions, supporting asynchronous programs, and ensuring delivery formats meet universal design for learning standards.

Research Advocacy:

4. Student Housing (Michael):

Challenges: Students face issues such as scams, overcrowding, high rent prices, and poor housing conditions.

Objective: Raise awareness about scams, consult with government officials about housing conditions, provide guidance on recognizing and reporting scams, and advocate for safe and affordable housing. Engage with Ward 8 councilor in Hamilton to address these issues.

5. Food Equity (Reet):

Challenges: Lack of culturally appropriate and healthy food options across campuses.

Objective: Ensure good, affordable food that meets cultural and dietary needs is available. Provide workshops on food preparation, affordable shopping, and sustainable practices. Address the lack of halal options on campus.

Clarity in Process:

Objective: Ensure students understand timelines, feel supported, and are empowered to navigate college systems and advocate for themselves. This includes providing self-advocacy toolkits and peer-supported navigation.

Engagement and Action Plans:

Encourage students to get involved and share their experiences to help shape solutions that enhance their college journey.

Develop action plans moving forward, focusing on education, sharing stories, and building a community.

Commitment Goals:

- Listen, understand, and inform on college-related matters.
- Engage in stakeholder relationships and facilitate meaningful conversations.
- Address student questions and provide answers from the College.
- Share student stories to foster a sense of community and inspiration.
- Offer practical solutions for student challenges and ensure financial transparency regarding the use of student funds.

Upcoming Opportunities – Student Forums:

- October 24 - Stoney Creek
- October 25 – Fennell
- November 8 - Fennell (International Students Focused)
- November 21 – LCC x MSA

Elizabeth-Joy concluded by emphasizing that every student's voice is important and encouraged all to participate in upcoming events and share their experiences to drive positive change at Mohawk College.

ITEM 5.0 – Conclusion

5.1 Concluding Statements, Appreciation & Adjournment

Samantha Hoover and De Los Santos, Mary Evangeline thanked everyone for their attendance at the MSA's second hybrid AGM and their patience regarding any technical errors or difficulties that arose during the meeting. Samantha expressed her hope that everyone had gained valuable insights into how the MSA works on behalf of students and emphasized the importance of continued collaboration between the MSA and students to ensure their time at Mohawk College is as enriching and successful as possible.

Samantha reminded everyone that following the adjournment of the meeting, there would be an informal and semi-structured townhall session. This session would provide students the opportunity to ask questions directly to the Board of Directors and/or the Senior Leadership Team at Mohawk College, fostering open communication and engagement.

Moved by Pedro Nemezio de Campos Silva, seconded by Harnoor Singh, to adjourn the 2023 MSA Annual Meeting.

CARRIED

The meeting was adjourned at **7:48 p.m.**

Part III – Town Hall

ITEM 1.0 – Introductions

1.1 Open Student Forums

Samantha Hoover thanked everyone for staying post-meeting adjournment for the townhall. She noted that townhalls are a wonderful place to ask questions and get real-time answers from the experts. Samantha mentioned some housekeeping items and ground rules for the townhall, emphasizing that respect and decorum must be maintained. Any vulgar language, defamation, or violence would not be tolerated. She encouraged open expression but reminded everyone that opinions should not oppress or marginalize others and should align with the MSA's vision, mission, and values.

Mary De Los Santos then invited audience members to come to the microphone (or raise their hand if attending virtually) to ask questions.

Questions and Answers:

Student Engagement:

1. **Question: In a program that encourages students to participate, many students are scared or have social anxiety. How can this be addressed?**
 - a. **Answer by Elizabeth-Joy Phillips:** "We understand that social anxiety and fear can be significant barriers to participation. We encourage all students to come out and realize that you are not alone in this experience. Starting or joining a club or community can be a great way to ease into involvement. Our events team is also gathering feedback to understand what types of events and activities are most inclusive and welcoming. We need more students like you to provide feedback so we can better support everyone."

Opportunities to Share Ideas:

2. Question: Will there be other events or opportunities where students can share ideas to be implemented?

- a. **Answer by Michael Falletta:** "Absolutely, we are always looking for ways to involve students in the decision-making process. The upstairs front desk is a great first stop to navigate the next steps for getting involved. We aim to co-create events and initiatives with students, ensuring they are engaging and relevant to what students want. Your ideas are crucial to making this happen."

Advocacy for Free Parking:

3. Question: Is the MSA willing to advocate for free parking? It is difficult for international students who live far away from campus and cannot utilize the bus pass.

- a. **Answer by Harnoor Singh:** "While advocating for free parking is challenging due to contractual agreements and financial constraints, we are aware of the difficulties faced by international students. We are exploring all feasible solutions to alleviate this issue and are committed to supporting our students in any way we can."

Job Fair Publicity and Housing Concerns:

4. Question: There was poor publicity for the job fair, and there are ongoing student housing concerns.

- a. **Answer by Marc Iturriaga:** "We are working closely with the college's employment services to improve the publicity and reach of job fairs, ensuring they are accessible to all students. Regarding housing, we are building our brand and awareness through various communication methods. We also recognize the need for more direct communication, like classroom talks, to better reach and inform students about available resources and support."

Communication Regarding Housing Issues:

5. Question: Who can students communicate with regarding housing issues?

- a. **Answer by Pedro Nemezio de Campos Silva:** "Any student can come to the MSA to share their concerns. This helps us understand and address the issues effectively. Students can also connect with the city to report housing issues. For more on-campus resources, there are specific offices dedicated to addressing these concerns."

International Student Jobs and Resources:

6. Question: There are concerns about the lack of resources for international student jobs.

- a. **Answer by Elizabeth-Joy Phillips:** "The role of the student association is to amplify your concerns and ensure they are heard by the relevant authorities. While we may not directly solve every issue, by sharing your concerns collectively, we can drive significant changes and improve the overall experience for international students."

Samantha Hoover asked the audience if there were any more questions. No further questions were asked. Samantha thanked everyone for the engaging questions and expressed her hope that everyone learned something valuable. She encouraged students to feel empowered to visit the MSA and ask follow-up questions.

2.1 Concluding Statements, Appreciation & Adjournment

Elder Dave Williams gave closing statements and thanked the MSA and students for the opportunity to share indigenous insights and share his language with a variety of people. He gave well wishes and encouraged to keep the community spirit alive.

The town hall adjourned at **8:31 pm**.

President

Date

Executive Director

Date

Secretary

Date

Item 4.2 – Mohawk Students' Association By-Laws

Motion to consider: That the MSA Ordinary Membership approve the proposed changes to the MSA By-Laws, effective October 9, 2024, as presented.

The purpose of By-Laws is to maintain consistency in the running of the business, or in the MSA's case, our non-profit organization. These By-Laws communicate organizational rules so internal disputes or conflicts can be avoided. In the simplest of terms, By-Laws provide education, rules, and clarity for internal and external bodies regarding all procedures, documentation, accountabilities, and responsibilities.

The changes for this year are in alignment with legislative changes that are coming into effect on October 18, 2024 by the Ontario Non-Profit Corporations Act (ONCA), specifically updates to Director removals, place of meetings, and membership. Other changes are expansions of sections for better use and accessibility, grammatical and verbiage changes, and inclusion of new roles for an amended Governance Structure to better support student leadership and ensure advocacy is a main focal point for our Board of Directors.

For your review, a copy of the By-Laws, as revised with rationale in chart form is attached separately. In addition, a copy of the formatted By-Laws is available for review with the amended changes.

The proposed changes to the By-Laws include:

- **Article I: Interpretation**
 - Section 1.01 – Definitions
 - Section 1.02 – Clarifications and Specifications
- **Article III: Business of the Association**
 - Section 3.03 – Fiscal Year
 - Section 3.04 – Execution of Instruments
 - Section 3.05 – Banking Arrangements
- **Article IV: Directors and Officers**
 - Section 4.01 – Number of Directors
 - Section 4.02 – Composition of the Board of Directors
 - Section 4.03 – Qualifications
 - Section 4.04 – Elections and Nominations of Directors/Officers
 - Section 4.05 – Term of Office
 - Section 4.06 – Resignation
 - Section 4.07 – Remuneration
 - Section 4.08 – Removals of Directors
 - Section 4.09 – Vacancies of the Board
- **Article V: Board Meetings**
 - Section 5.01- Calling of Meetings and Regular Meetings of the Board
 - 5.03 – Place of Meetings and Open and Closed Sessions
 - 5.04 – Board Chair
 - 5.05 – Votes to Govern
- **Article VI: Roles of Certain Officers and Employees**
 - Section 6.01 – President
 - Section 6.02 – Absence or Disability of President
 - Section 6.03 – Secretary
 - Section 6.04 – Treasurer
 - Section 6.05 – Chair

- Section 6.06 – Executive Director
- Section 6.07 – Other Officers
- Section 6.08 – Vacation of Duties
- Section 6.09 – Fidelity Bonds
- **Article VIII: Members**
 - Section 8.01 – Members
 - Section 8.03 – Resignation
 - Section 8.04 – Membership
 - Section 8.05 – Privileges of Membership
- **Article IX: Meetings of Members**
 - Section 9.03 – Place of Meetings
 - Section 9.06 – Chair, Secretary and Scrutineers
 - Section 9.08 – Quorum

Item 4.3 – 2022-2023 Mohawk Students’ Association Audited Financial Statements

Motion to Consider: That the MSA Ordinary Membership accept the 2023-2024 MSA Audited Financial Statements by MacGillivray Chartered Accountants, as circulated.

2023-2024 Financial Summary

MacGillivray Chartered Accountants and Business Advisors have audited the financial statements for the year ended April 30, 2024. The audited financial statements include the statement of financial position, statement of operations, statement of changes in fund balances, and statement of cash flows. The Independent Auditors Report concluded that the financial statements present fairly, in all material respects, the financial position of the Organization as at April 30, 2024, and results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (“ASNPO”).

The 2023-24 audit has confirmed a consolidated net income of \$181,555 which is comprised of a net operating loss of \$132,690 and a capital income of \$314,245. Of the \$132,690 loss, the unrestricted operating portion which is income generated from the general operations including Administration, Governance & Advocacy, Student & Food Experience Teams, was \$452,526. The primary reasons for the operating surplus was due to increased enrolment, resulting in an increase to the fees collected (F24 \$4,073,192 vs F23 \$3,344,485). The MSA also saw a year over year increase in interest income earned of \$209,212 (F24 \$512,534 vs F23 \$303,322).

The Medical Plan department, which represents the Internally Restricted portion of operations, saw a loss of \$585,216. This loss is due to the difference between the fees collected (\$4,123,835) and premium paid (\$4,709,051). This is in line with what was approved by the Board of Directors on April 19, 2023. At the time, the Board approved adding the Conversation mental health program and the Virtual Health Care to the overall Health and Dental Plan program. The projected loss of providing these two additional services was a \$720,000, coming in under budget by \$134,784.

The Capital Fund had a net income of \$314,245 compared to a net income in fiscal 2022-23 of \$64,007. There were three primary factors that contributed to this change. The first was a year over year increase to student fees collected of \$84,891 (F24 - \$552,642 vs F23 - \$467,751), the second was a decrease to the amortization of capital assets of \$153,896 (F24 - \$307,981 vs F23 - \$461,877). Lastly, the Capital Fund also saw a gain on the disposal of capital assets related to the sale of Booster Juice of \$11,451.

Below is a summary of the 2023-24 capital asset purchases and disposals:

Furniture, Fixtures & Equipment - Furniture Project (Rooms: G110, G109k, G112, G0008)	\$145,100
Leasehold Improvements (Repairs, painting, bulkheads, electrical, lighting, flooring One Card Swipe Access)	\$28,300
Asset Disposals (chairs, patio tables, table tops, Booster Juice assets)	\$45,500



As mentioned above, total student fees collected in 2023-24 were \$4,073,192 compared to \$3,344,485 collected in the previous fiscal. Below is a summary of the various student fees collected along with their annual fee.

Fee Description	2023-24 Annual Fee	2023-24 Fees Collected	2022-23 Fees Collected
Programs, Services & Student Government Fee	\$215.20	\$3,682,100	\$3,123,400
TriOS Fee	\$62.56	\$221,700	\$109,400
Continuing Education Fee	\$0.18/Student Contact Hour	\$115,800	\$67,800
Apprenticeship Fee	\$10.81	\$37,200	\$30,400
Presto Revenue	.5% of the 2.25% UCTP* Admin Fee	\$16,500	\$13,200

(*note: UCTP University College Transit Pass) ** All fees rounded to the nearest hundred

The MSA’s financial position continues to be strong with cash holdings of \$9,762,526 which allows the Association to be flexible, support new endeavors and make enhancements to existing services and spaces. The MSA has made significant strides to enhance the spaces in which staff and students interact and has continued this great work in the new fiscal.

The MSA continues to advance the Strategic Initiatives and Priorities by enhancing the student health care plan, providing students with lower cost food options, additional on-boarding supports for staff, student leaders and board members and by being a living wage employer. The MSA has created a community of safe spaces where students can lean on for positive experiences, relevant supports and social connection.

Attached for separate review is the auditors report.

Respectfully,

Riya Riya, Treasurer

Item 4.4 – Appointment of 2024-2025 Auditors

Motion to consider: That the MSA Ordinary members approve the reappointment of MacGillivray Chartered Accountants to perform the 2024-2025 MSA Financial Audit.