**Mohawk Students’ Association**

**ANNUAL GENERAL MEETING**

**Tuesday, November 5th, 2019**

**5:30 p.m. - The Arnie, Fennell Campus**

**M I N U T E S**

**Present:** Sheldon Coombs, President **Executive**

Brayden Spjuth **Director:** Alan Griffiths

Greg McNeish

Samantha Hoover **Recording**

Garrett Blair **Secretary:** Wendy Rolfe

Samira Malik

Mital Pandya **Speaker:** Jonah Schaufler-Biback

Shlok Patel

Tyler Harnish **Guests:** Sandy Tepsic

Mark Karpuk Tim Fricker

Jocelynne Bigelow Troy Heath

Tina Vineham Jamie Mitchell

Katie Kraus

**Plus:**  9 Student members

1. Call Meeting to Order

The meeting was called to order at 5:37 p.m.

Jonah Schaufler-Biback welcomed everyone to the meeting and explained that the intent of the Annual General Meeting is to review the business conducted by the Board of Directors over the 2018-2019 fiscal year.

All Ordinary members have the right to vote. Ordinary members are defined as students of Mohawk College enrolled in programs requiring payment of ancillary fees to the MSA.

He noted that when he calls for a vote, students will be asked to vote “in favour”, “opposed” or abstain. He added that abstaining from voting should only be done when students have no opinion on the matter or feel they don’t have enough information to vote.

1.1 Approval of the Agenda

**Moved by Paige Petrovsky, seconded by Barbara Beaver to approve the agenda.**

**CARRIED.**

* 1. Acknowledgement of AGM Attendees

The Speaker announced that 21 members were present, and that a 50% majority vote required 12 votes.

1. Approval of Minutes

2.1 Minutes of the Annual General Meeting, November 7th, 2018

**Moved by Barbara Beaver, seconded by Theodore Gerginis to approve the minutes of the MSA Annual General Meeting, dated November 7th, 2018.**

**CARRIED.**

1. Business Arising from the Minutes - none

4. Annual Report

Sheldon Coombs, MSA President, presented the Annual Report.

He noted that the Mohawk Students’ Association (MSA) has a new face, but the mission remains the same. Every day the MSA strives to enhance all students’ experiences through leadership, support and advocacy. They are constantly evolving to make sure that they deliver this mission to the best of their abilities while holding to core values. Accountability is one of these values, which requires transparent communication to the members.

Over the past year the MSA engaged in a rebranding exercise to position themselves to better connect their offerings to students and to allow them to provide consistency and balance in their communications.

The MSA worked with a company called Form & Affect to do a brand communications audit, conduct industry research, create a brand tagline and launch the new brand.

What they came up with is LEAN ON WE. As your built-in best friend on campus, the MSA takes pride in assisting students in many aspects of both their personal and student lives. Through their four pillars – Student Advocacy & Engagement, Events & Activities, Life Services, as well as Academic & Career Support, the MSA empowers their members to defend their rights, access opportunities they deserve, develop skills and networks to serve them well, and create lasting memories of college life.

This new brand identity comes at the start of a new era for student associations. In the last year, the Provincial Government made several changes, including a 10% decrease to tuition, changes to OSAP which have affected the students, and the implementation of the Student Choice Initiative. One of the MSA’s main goals has been learning to navigate a new landscape, which saw changes to the way they operate a number of their programs and services, as well as their business operations.

The MSA Food, Beverage and Catering Division, which includes The Cellar, The Arnie, Booster Juice, Brewed Awakenings, Pizza Pizza, the Urban Fork and MSA Catering has had to rethink its business model. For many years previously, the MSA has subsidized that division in order to keep food costs lower for students. The changes from the government dictate that food services can no longer be run on a subsidized model. The team has been very effective in making the necessary changes to ensure that they are now in a position to contribute to the association. When these changes took place, they were already well on their way to operating the businesses in more efficient and sustainable ways. This has made these government changes challenging, but not a significant problem.

The MSA Events department hosted many successful events for students to enjoy, with the intent of enhancing their College experience. Events included concerts, Fall Fair, de-stress activities like therapy dogs and study snacks, pub nights, frosh week events, and much more. The MSA also put an emphasis on changing the Clubs program to make it easier to start clubs and run successful activities. Last year the MSA had 18 academic and social clubs.

From a Student Services standpoint, the MSA enhanced several of its services last year. They undertook a massive change in the bus pass offering and continued to offer students a health and dental plan. The Career Closet was also expanded to the Stoney Creek and IAHS campuses, with pop-up events at all campuses throughout the year. A Campus Services and Activities Coordinator was hired to increase service levels at all campuses and partner locations. In addition, the MSA developed partnerships with the Good Shepherd Centre, as well as Moore’s Clothing to support the Food Bank and Career Closet, respectively. In regards to some of the services:

* Over $1.6 million dollars in health and dental claims were filed in the last year
* Approximately 61% of students used their MSA-provided bus pass, on average 43 times a month
* 598 students came to the MSA for Legal Counselling and OSAP Affidavit appointments
* There were 564 visits to the MSA Food Bank, totalling over $27,000

When it comes to student and community contributions, the MSA was there to help. In April 2019 the MSA held its fourth annual A Better Community Day, also known as ABC Day. On ABC Day, Mohawk students volunteer within the community with the intent to “make tomorrow’s Hamilton better than today’s”. Over 100 students and staff volunteered at local agencies and over $3,500 was donated to support those groups.

The MSA also financially supported students who participated in experiential learning trips, to places like Northern Ontario, Greece, India and Jamaica, and provided donations to support over $10,000 in student focused events and activities within the College.

Coming up in the 2019/2020 school year, the MSA is focusing on the following four areas:

* First, re-establishing what the association is – by enhancing the trust relationship between students and the MSA and ensuring that students understand what the association can do for them.
* Developing a new, multi-year strategic plan that lays the foundations for how the MSA will continue to thrive and provide service and value to students.
* Building on the success of the MSA’s student services and the student experience, through expanding and improving service and event offerings, and ensuring the student voice is heard within both the Association and the College.
* Lastly, focussing on ensuring that students find value in what the MSA does, by making sure the services and business operations match what Mohawk College students are looking for.

Now, more than ever, it is important for all student associations to show value to their members, and the MSA is confident that together with the students they will continue to evolve and deliver their mission as best as they can.

Sheldon Coombs thanked the team at the MSA for their commitment to excellence, and thanked the Board of Directors who diligently represent the best interests of students. He stated that, on behalf of the MSA, he wanted to thank the students at Mohawk College and added that they are the foundation of the MSA’s existence and drive everything they do.

5. Bylaw Changes

The proposed bylaw changes were attached to the meeting package.

Sheldon Coombs noted that, last year the Board approved some changes to the Board structure and the positions of Board members that require approval at the AGM. These changes were implemented to better align the positions of the MSA to the needs of the members (students).

Changes included:

* Moving the VP Finance from an appointed position to an elected position. This will allow more opportunity for students to participate in the election process.
* Switching the position of VP Marketing, to VP External Advocacy, with an increased focus on advocacy external to campus, particularly provincial, municipal and federal matters.
* The structure of the MSA’s Executive Committee has also changed. Whereas previously, the Executive Committee consisted of three members – the President, Vice President Finance, and one other member as selected by the Executive Committee. As of this year, there are now four set members – President, Vice President Finance, Vice President Internal Advocacy, Vice President External Advocacy.

Other Bylaw changes included:

* Any reference in the bylaws to a Student Activity Fee has been removed and now broadly references student ancillary fees. This is due to the fact that the Student Activity Fee no longer exists.
* The Bylaw surrounding membership has been broadened to clarify that all students of Mohawk College are members of the Mohawk Students’ Association.
* Reference to elections for the MSA Board of Directors taking place in February, was amended so that elections may take place in February or March.
* The Bylaw regarding MSA membership in provincial and national student associations referenced membership fees payable by the Association or its members. This has been amended to state that only the association may pay a membership fee to an external association, not the individual members.
* With respect to referenda, the requirement that 10% of the student population must vote to make a referendum valid, was changed so that only 10% of the students affected by the referendum are required to vote.

**Moved by Sheldon Coombs, seconded by Theodore Gerginis to collectively ratify the changes to the following Mohawk Students’ Association Bylaws, as presented:**

* **4.02 – Composition of the Board of Directors and officers**
* **4.02 – Qualifications**
* **4.05 – Term of Office**
* **6.01 – Executive Committee**
* **9.01 - Members**
* **9.03 – Resignation**
* **9.04 – Membership Fees**
* **10.02 – Special Meetings**
* **15.01 – Referenda**

**CARRIED.**

6. 2018/2019 Audited Financial Statements and Report

Greg McNeish, MSA VP Finance, stated that MacGillivray Chartered Accountants and Business Advisors have audited the MSA’s financial statement for the year ending April 30, 2019. The audit was led by senior partners Gail Almand and Jamie Mitchell.

The audited financial statements included the statement of financial position, statement of operations, statement of changes in fund balances, and the statement of cash flows.

In 2018/2019 the Student Activity Fee saw a 2% increase from 2017/2018. This resulted in a yearly fee of $204 ($102/semester). The Apprenticeship Fee did not change, and the Continuing Education Fee is set annually by the College. In total $3,474,822 in revenue was generated from student fees compared to $3,281,214 generated in the prior year, an increase of 5.9%.

The 2018/2019 audit has confirmed a consolidated net income of $762,279, an operating fund income of $512,679, an internally restricted (medical plan) fund income of $284,290, and a capital fund loss of $34,690.

The major expenses for fiscal 2018/2019 included:

* Desk, cubicles, MSA Main Office – reception - $7,616
* Countertop display case – Brewed Awakenings - $2,667
* Portable soup merchandiser – Brewed Awakenings - $2,850
* Production kitchen revitalization project – Arnie - $423,395
* Main office floor plan renovation project - $120,000

The MSA’s financial position continues to be strong with $4,820,741 in cash holdings. This strong financial position can be attributed to student enrolment exceeding expectations, planning spending cutbacks in anticipation of the Student Choice Initiative, and the government’s introduction of OHIP +.

**Moved by Greg McNeish, seconded by Barbara Beaver to approve the 2018/2019 Audited Financial Statements.**

**CARRIED.**

7. Appointment of Auditors

**Moved by Greg McNeish, seconded by Tina Vineham to appoint McGillivray Chartered Accountants & Business Advisors as the auditors for the 2018-2019 fiscal year.**

**CARRIED.**

8. Adjournment

**Moved by Tina Vineham, seconded by Barbara Beaver to adjourn.**

**CARRIED.**

The meeting adjourned at 5:57 p.m.

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Sheldon Coombs, President Alan Griffiths, Executive Director Date