

**Minutes**  
Student Administrative Council (SAC)  
December 8<sup>th</sup>, 2021  
Via Zoom

**Present:** Franck Albert Sigah, Chair

Sana Abidi, Director  
Dany Joshua Bilapati, Director  
Barbara Burger, Director  
Cadie De Kolver, Director  
Prakhar Kapoor, Director  
Ana Carolina De Castro Martins Nelson, Director  
Siddharth Patel, Director  
Ricardo Souza, FSU President

Thomas Hutchison-Hounsell, Board of Governors Student Representative  
Paul Masse, General Manager  
Bonnie Williams (Recording Secretary)

This meeting was called to order at 6:07 p.m.

Approval of the Agenda

8.1 It was:

MOVED by Siddharth Patel, SECONDED by Cadie De Kolver and CARRIED to approve the agenda.

Approval of Minutes

8.2 It was:

MOVED by Siddharth Patel, SECONDED by Dany Joshua Bilapati and CARRIED to approve the Minutes from Meeting #7.

Action Item Review

The action item 'Class Representative Progress Report' will be presented to the Board in Item #8 of the agenda as an addition to the Membership Report.

President's Report – Ricardo Souza

The President's Report was presented to the Board.

8.3 It was:

MOVED by Barbara Burger, SECONDED by Siddharth Patel and CARRIED to accept the President's Report, as presented.

A vote was held and the motion was passed.

General Managers Report – Paul Masse

The General Manager’s Report was presented to the Board.

8.4 It was:

MOVED by Siddharth Patel, SECONDED by Barbara Burger and CARRIED to accept the General Managers Report, as presented.

A vote was held and the motion was passed.

Board of Governors Report - Thomas Hutchison-Hounsell

The Board of Governors Report was presented to the Board.

8.5 It was:

MOVED by Barbara Burger, SECONDED by Siddharth Patel and CARRIED to accept the Board of Governors Report, as presented.

A vote was held and the motion was passed.

Membership Report – Ricardo Souza

The Membership Report was presented to the Board.

The Class Representative Progress Report was presented to the Board. The report outlined a comparison of how the Class Representative System was previously managed (Board of Directors) to the current management (Operations) as well as the associated engagement statistics within the program (past vs. present).

8.6 It was:

MOVED by Cadie De Kolver, SECONDED by Barbara Burger, and CARRIED to accept the Class Representative Progress Report, as presented.

A vote was held and the motion was passed.

8.7 It was:

MOVED by Barbara Burger, SECONDED by Siddharth Patel, and CARRIED to accept the Membership Report, as presented.

A vote was held and the motion was passed.

New Business Items:

- a. FSU Election Dates – The proposed dates for the upcoming 2021/2022 FSU Elections were presented to the Board. It was noted that the proposed dates align with the FSU Bylaws. Further discussions regarding the upcoming elections including the appointment

of the Chief Returning Officer (CRO), election plan and nomination packages will be discussed at Governance Committee Meeting and presented to the Board for approval.

8.8 It was:

MOVED by Prakhar Kapoor, SECONDED by Cadie De Kolver, and CARRIED to accept the 2021/2022 FSU Election Dates, as presented.

A vote was held and the motion was passed.

- b. Finance and Governance Committees – The Finance and Governance Committees will require two representatives from the Board of Directors. Interest was sought out from the Board and the following Directors will act as representatives on the following Committee; Finance (Barbara Burger and Cadie De Kolver) and Governance (Ana Caroline De Castro Martins Nelson, Dany Joshua Bilapati and Prakhar Kapoor (back-up representative)).

8.9 It was:

MOVED by Cadie De Kolver, SECONDED by Prakhar Kapoor, and CARRIED to support the appointment of Barbara Burger and Cadie De Kolver to the Finance Committee and Ana Caroline De Castro Martins Nelson, Dany Joshua Bilapati and Prakhar Kapoor (back-up representative) to the Governance Committee.

A vote was held and the motion was passed.

- c. Academic Schedules and Mailing Addresses – The Board was reminded to submit a copy of their Winter Academic Schedule to assist with scheduling the upcoming Board Meetings as well as Committee Meetings. Additionally, the Board was asked to submit their complete mailing addresses as Honoria cheques will be sent via mail when processed.

Next Meeting – Wednesday, January 19<sup>th</sup>, 2022 at 5:00 p.m. via Zoom

Adjournment

8.10 It was:

MOVED by Barbara Burger, SECONDED by Prakhar Kapoor and CARRIED to adjourn the meeting at 7:50 p.m.