

**Annual General Meeting Agenda**

*Monday, November 29, 2021 5:30 pm – 7:30 pm*

- 1.0 Call to Order
- 2.0 Acceptance of the Agenda
- 3.0 Proposed Bylaw Changes
- 4.0 Report on Audited Financial Statements
- 5.0 Auditor Appointment for 2021/2022
- 6.0 President's Report

**Annual General Meeting**  
**Monday, November 29<sup>th</sup>, 2021**  
**Minutes**

<b>Executives:</b>	Kevin Adlparvar – President Anmol Anand – Chair, Downtown Campus Abhay Bakshi – VP External Daniel Bradley – Chair, Aerospace Campus Bobby Davidson – Chair, School of Business + Media Amanzhan Duisek – Chair, School of Energy Tanya Fuchs – VP Student Experience Yasmin Gardy – VP Equity & Sustainability Ruby Hsu – VP Finance & Administration Liam Lauren – Chair, School of Transportation, Construction, and the Environment Nolan Nordwall – Chair, School of Computing & Academic Studies Garry Sidhu – Chair, School of Health Sciences	
<b>Staff:</b>	Roland Gagel – Director of Finance Crystal Man – Administrative Coordinator Stewart McGillivray – Government Relations Strategist Yael Zachs – Executive Director	
<b>Satellite Councillors:</b>	Ashley Obeck – Marine Campus	
<b>Councillors:</b>	Mina Ariana Abood Barakat Abdur Bilal Mia Bui Sarah Choi Alyssa Ilich Laurel Kinahan Nic Johnson Celine Loriot Gary Moon	David Nava Valentina Pagetto Sally Poon Shanise Reddekopp Cailin Shires Anmol Sidhu Martin Van Laethem Parker Sirijaratwong Erik Zhao
<b>Regrets:</b>	Mike Chen Anastasiia Naboka Joshua Luu	Felix Ruttan Jeremy Shepherd
<b>Members:</b>	7 Students	

**Guests:** Edwina Cai – Smythe LLP

Renee Martin – Smythe LLP

### 1.0 Meeting Called to Order

The Chair, Kevin, calls the meeting to order at 17:41 (39 voting members, including Chair).

### 2.0 Acceptance of the Agenda

**Motion:**

Be it resolved that the BCIT Student Association President, Kevin Adlparvar, be chair for the Annual General Meeting.

*Moved by: Kevin Adlparvar*

*Seconded by: Ruby Hsu*

**Unanimous Carried**

**Motion:**

Be it resolved that the Annual General Meeting's agenda be accepted as distributed.

*Moved by: Anmol Anand*

*Seconded by: Abhay Bakshi*

**Unanimous Carried**

### 3.0 Proposed Bylaw Changes

- Ruby Hsu, VP Finance and Administration and Chair of the Bylaw Committee, presents the proposed changes to the Bylaws.
- Summary of changes are attached.

**Motion:**

Be it resolved that the housekeeping amendments (pages 2-3) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**32/0/5 Carried**

**Motion:**

Be it resolved that the Summer Employment amendment (pages 4-5) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

### Discussion:

- After this change, would Vice Presidents and Chairs have the same opportunity to apply for the position?
  - Yes, all of the Executives would be equally eligible.

- There is the caveat that if someone is already being paid by the Student Association during that time, they would not be eligible.
- Will the position still be funded by the Canada Summer Jobs program, and how would that affect eligibility?
  - Yes, if the Association chooses to go that route for funding.
  - If the student selected is an international student, the position would be funded by the Association.
- Is this a single position along with the position typically held by the President?
  - Yes, just one.

20:51 2 Councillors enter.

**Motion:**

Be it resolved that the Summer Employment amendment (pages 4-5) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**34/1/4 Carried**

**Motion:**

Be it resolved that the Indigenous representation amendments (page 6) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**Discussion:**

- It has been challenging previously to find Indigenous representation in the past. What is the plan if we are not able to find two Councillors for the role?
  - The current Indigenous Councillor is speaking with Indigenous Initiatives as well as Access Trades to come up with strategies for additional Indigenous representation on Council.
  - The goal is to get more representation from both indigenous and trades, as those are both underrepresented areas.
- Is there a secondary group that would fill that position if an Indigenous student could not be found for that role?
  - The VP Equity and Sustainability has seen more interest from the Indigenous community to join Council in the past two years, so she is confident that there will be Indigenous students who are interested.

- BCIT Peer Champions have three Indigenous representatives this year, who could be asked to sit on Council if needed.
- Was increasing international student representation on Council considered by the Bylaw Committee as well?
  - This can be discussed with members of the Bylaw Committee for potential future amendments.

18:04 1 student leaves.

**Motion:**

Be it resolved that the Indigenous representation amendments (page 6) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**34/1/3 Carried**

**Motion:**

Be it resolved that the Equity & Sustainability Committee amendment (page 7) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**Discussion:**

- The Equity and Sustainability Committee currently holds workshops during their meetings to better understand student needs as they relate to the United Nations Sustainability Development Goals, and how to target certain topics with BCIT and the SA to address their concerns. This bylaw change is to ensure that this practice continues.

**Motion:**

Be it resolved that the Equity & Sustainability Committee amendment (page 7) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**36/0/2 Carried**

**Motion:**

Be it resolved that the governance continuity amendments (page 8-9) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**Discussion:**

- Could the changes to Bylaw 13.4 (b) be clarified?
  - This change would allow an Executive who have completed their program and have less than six months remaining in their elected term to remain in their role.

**Motion:**

Be it resolved that the governance continuity amendments (page 8-9) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**36/0/2 Carried**

**Motion:**

Be it resolved that the auditors selection amendment (page 10) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**Discussion:**

- Could the Director of Finance provide additional context on this amendment for Council to consider?
  - All audit firms are regulated by national standards and must maintain ethical requirements, so it is not necessary to change auditors just because of a time restriction.
  - The process to find a new audit firm is time consuming, and the Association is pleased with the work that the current auditors are doing, so it is a lot of work for no real gain.

**Motion:**

Be it resolved that the auditors selection amendment (page 10) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**33/1/4 Carried**

**Motion:**

Be it resolved that the virtual meetings amendment (page 11) be adopted as presented.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**Discussion:**

- How would this amendment affect Set Rep meetings?
  - The way it is written tends to favour a bias towards online meetings, as the pandemic is still ongoing.
  - The autonomy is not unlimited, as an individual chair would not be permitted to decide that online meetings are no longer permitted.
  - This amendment does not prohibit in-person meetings but would require that online meetings remain an option for those who wish to participate that way.
  - The amendment is permitting electronic participation and not precluding in-person participation.
- The bylaw number should read 25.4.

**Motion:**

Be it resolved that the virtual meetings amendment (page 11) document be amended to read Bylaw 25.4.

*Moved by: Kevin Adlparvar*

*Seconded by: Yasmin Gardy*

**Unanimous**

**Carried**

**Motion:**

Be it resolved that the virtual meetings amendment (page 11) be adopted as amended.

*Moved by: Ruby Hsu*

*Seconded by: Bylaw Committee*

**37/0/1**

**Carried**

*18:24 1 student enters.*

**4.0 Report on Audited Financial Statements**

- Kevin introduces Roland Gagel, BCITSA Director of Finance. The 2020/2021 Audited Financial Statements and financial highlights from the previous year are presented.
- Roland introduces Edwina Cai and Renee Martin, our contracted auditors from Smythe LLP Chartered Accountants.
- Audit was conducted in accordance to applicable standards. Edwina and Renee affirm that the audit was conducted without any issues.
- See attached.

**Motion:**

Be it resolved that the BCIT Student Association accepts the 2020/2021 Audited Year-End Financial Statements as presented.

*Moved by: Ruby Hsu*

*Seconded by: Liam Lauren*

**Discussion:**

- Do the feasibility study funds come out of the relevant funds?
  - Yes, the studies for the building come out of the building fund.
  - The feasibility studies for childcare are coming out of the unrestricted fund.

**Motion:**

Be it resolved that the BCIT Student Association accepts the 2020/2021 Audited Year-End Financial Statements as presented.

*Moved by: Ruby Hsu*

*Seconded by: Liam Lauren*

**36/0/3 Carried**

**5.0 Auditor's Appointment for 2021/2022**

**Motion:**

Be it resolved that the BCIT Student Association appoints Smythe CPA as the auditors for the fiscal year 2020/2021.

*Moved by: Ruby Hsu*

*Seconded by: Nolan Nordwall*

**35/0/4 Carried**

**6.0 President's Report**

- Kevin Adlparvar, President, speaks on progress to-date in 2021/2022 year.
- See attached.

**Motion:**

Be it resolved that the BCIT Student Association accepts the 2020/2021 Annual Report as presented.

*Moved by: Kevin Adlparvar*

*Seconded by: Nolan Nordwall*

**37/0/2 Carried**

**7.0 Meeting Adjournment**

It was moved by Daniel Bradley and seconded by Anmol Anand that the meeting be adjourned.

**36/1/2 Carried**

The meeting was adjourned at 19:20.