*University of Victoria Graduate Students’ Society*

Executive Board

## (Online via Blackboard) MEETING MINUTES

## October 15th, 2020

**EXECUTIVE PRESENT:** Drake RUSHFORD**,** Chair; Matty CERVANTES, Director of Communications; Jacob HUNT, Director of Finance; Daniel GUDINO, Director of Services; Antoine ROSE, Director of Student Affairs.

**VACANT:** Executive Director (non-voting).

# Standing Items

## CALL TO ORDER

The meeting was called to order at 4:03 with RUSHFORD in the chair.

## Approval of the Agenda

*Motion: RESOLVED that the agenda is approved as presented.*

*M/S HUNT/ROSE*

*CARRIED.*

# meeting Business

## GSS Governance Schedule and Audit

*Motion:*

*WHEREAS the 2020 the audited statements will not be ready in time for the original planned Annual General Meeting date of October 27th,*

*RESOLVED the Revised 2020-21 GRC, General Meeting schedule shall be:*

*GRC September 29th*

*GRC October 27th*

*AGM November 24th*

*GRC December 15th*

*GRC January 26th*

*GRC February 23rd*

*SAGM March 23rd*

*GRC April 20th*

*M/S HUNT/ROSE*

*CARRIED*

Discussion:

RUSHFORD explained that the 2019-2020 Financial Statements had not been sent to the auditors in September as they should have been and that the audit had yet to begin as a result. RUSHFORD stated that the October 27th AGM could not happen without the audited statements and therefore a revision of the 2020-2021 Governance schedule was necessary. RUSHFORD noted that switching the October AGM and November GRC should give the auditors sufficient time to complete their report. RUSHFORD also mentioned that he reached out to the auditors to ask if the report could include the first quarter of the current fiscal year so that the report would not exceed six months but has not confirmed whether this can be done yet.

GUDINO questioned why the statements had not been sent sooner. RUSHFORD stated that it was an oversight on the part of the board to not check-in with the bookkeeper and ensure that the statements were sent. HUNT explained that he has since tried to get a hold of the bookkeeper for an explanation but has been unsuccessful. HUNT also noted that there was not much the board could have done aside from having hired an interim ED and that the bookkeeper has been in place long enough to know when the documents needed to be sent and that she was also prompted by the auditors in mid-September.

## personnel incamera session re: Executive Director Hiring

The Executive Board moved in-camera at 4:20 pm for discussion of a personnel matter.

The Executive Board rose from the in-camera session at 4:41 pm.

Motion:

RESOLVED that the GSS Executive Board accepts the Management Hiring Committee’s unanimous recommendation and will offer Kyla Turner the position of GSS Executive Director.

M/S: HUNT/GUDINO

CARRIED

TASK: HUNT and RUSHFORD to negotiate contract and HUNT to make formal offer.

# Closing Items

adjournment

Motion: RESOLVED to adjourn the meeting.

M/S HUNT/CERVANTES

CARRIED

The meeting adjourned at 4:48 pm.

dtr/klp

