



CONCORDIA UNIVERSITY ALUMNI ASSOCIATION



7th Annual General and Special Meeting

Wednesday, September 30, 2020

6:00 p.m. – 7:15 p.m. EST

Zoom Conference Call

MINUTES of an annual general meeting of members of the Concordia University Alumni Association (“CUAA”) held by teleconference call via Zoom, on Wednesday, September 30, 2020 at 6:00 pm.

1. Call to order

K. Fuller, Chairperson of the meeting, welcomed attendees to the 7th annual general meeting of the members of the CUAA.

2. Welcome and report by the president, CUAA (Kim Fuller)

K. Fuller, President of the CUAA, asked members present at the meeting to engage in a poll via Zoom. This exercise helped gauge how many members present were aware of the number of alumni that the CUAA serves and engages with, which was understood by 53% of the members who responded.

K. Fuller presented a summary of some of CUAA’s accomplishments during the fiscal year 2019-2020, which included:

- Increased chapter engagement & volunteers
- Attendance to the Canadian Council for the Advancement of Education (CCAE)
- Succession planning
 - K. Fuller explained that this succession planning is not only being done due to a change of leadership but also to ensure that there are practices and procedures in place that will be consistent throughout the year and which will help the organization grow stronger.
- Piloting new tech tools
 - Implemented Boardable management software which as a tool, streamlines communication, and certain administrative tasks (e.g., meeting minutes, correspondence).
- Celebration
 - In the face of the pandemic the convocation took place as a celebration with multiple speakers and video recordings of alumni from all over the world, welcoming the new graduates into the alumni family.
- Covid-19 Emergency Student Relief Fund
 - In total, the CUAA donated \$50,000 to the Covid-19 emergency student relief fund.

In addition, K. Fuller provided an update on the CUAA's plans for the upcoming months:

1. Onboarding new members
 - a. K. Fuller noted that there are seven new Board members and that the upcoming months will focus on helping them be on-boarded successfully.
2. Welcoming our new president and two new members of the executive team
 - a. There will be a new Treasurer as well as a new VP, Philanthropy.
3. Defining goals for our newly restructured teams
 - a. There are changes that will be made to the by-laws for the CUAA Board to have a better structure to better respond to future needs.
4. Strategic plans
 - a. K. Fuller noted that there will be an undertaking of a new strategic plan in the fall with the Board members.
5. Refining processes and procedures
6. Supporting alumni relations and the University
7. Continuing the journey to become a Next-Gen Alumni association

Lastly, K. Fuller also thanked all the executives and volunteers as well as the Alumni Relations office for their support throughout the year and their commitment, hard work and dedication to the CUAA.

3. Report from the CUAA Board of Governors representative (Phillippe Purreaux)

P. Purreaux expressed that overall, it had been a successful year for the University.

He highlighted a few points from the yearly president's report. In terms of discovery, it was noted that there had been a grant of over \$1 million for interdisciplinary explorations on the research of aging, and that the funds will go towards research on sleep, memory and community engagement.

Another point highlighted by P. Purreaux is that the engineering research team will receive a \$5 million grant to re-evaluate how oil-spills are treated. This grant will be provided by the fisheries and oceans of Canada and the Gina Cody School of Engineering.

In terms of engagement, he explained that the University Foundation made a pledge to make 100% sustainable investments by 2025.

Furthermore, he stated that in terms of learning, there is a \$10 million contribution that will be provided over seven years to develop strategies for zero carbon communities. The goal is to develop and lead an immersive research program to establish pathways towards new tools, technologies, and strategies for zero carbon municipalities.

In terms of innovation, P. Purreaux stated that a \$1.8 million will be granted to improve cybersecurity with the arrival of 5G Tech.

Regarding spaces on campus, P. Purreaux highlighted the launch of the 4th space, which is a dynamic venue for learning and discovery located in the University's library building.

Lastly, P. Purreaux stated that the new science hub, is now largely completed and almost ready for classrooms.

4. Notice of Meeting and quorum (Kim Fuller)

Notice of this meeting was sent on September 9th, 2020 to all members of record of the CUAA as of September 9th, 2020.

The scrutineers submitted the scrutineers' report on the members' attendance at the meeting and reported that there were at least twenty-five (25) members present at the meeting. Consequently, the Chairperson declared the meeting regularly constituted for the transaction of the business on the agenda. The scrutineers' report on attendance is annexed to these minutes as Schedule A.

5. Availability of the minutes from the 2019 Annual General Meeting (Kim Fuller)

On motion duly made, seconded and carried, it was unanimously resolved:

THAT the meeting be dispensed from the reading of the minutes of the Annual General and Special Meeting of members held on September 26, 2019.

The Chairperson declared that the meeting be dispensed from the reading of the minutes of the Annual General and Special Meeting of members held on September 26, 2019.

6. Report by the Treasurer and receipt of financial statements for 2019-2020 (Tania De Capua)

On motion duly made, seconded and carried, it was unanimously resolved:

THAT the meeting be dispensed from the reading of the Accountant's Report attached to the financial statements of the Corporation.

The Chairperson declared that the financial statements for the fiscal year ended April 30, 2020, together with the accountant's report have been received by the members of the CUAA.

For the year ending April 30, 2020, T. De Capua, Treasurer, reported that total revenues were \$304,750, greater than the budgeted amount of \$278,546. She explained that revenue is derived mainly from affinity partners, which is higher than what was projected. Interest revenue for the period was of \$1,950. In terms of expenses incurred for the 2019-2020 fiscal year in combination with revenues from the 2019-2020 fiscal year, there was a \$22,904 deficit vs. the projected amount of \$33,684. The deficit of revenues vs expenses resulted in a year-end balance in unrestricted fund of \$156,426. In terms of the CUAA's cash position at the end of the year, she stated that cash balance was at \$308,940.

Further, given the CUAA's healthy state of finances and the purpose it serves as a non-profit organization, the intention of the CUAA Board for the foreseeable future is to continue deploying funds as needed, even if it means incurring manageable deficits of revenue over expenses. She confirmed that these deficits are always planned and well controlled while ensuring that the projected budget is respected. The budget is reviewed annually and adjusted according to the needs.

Moving forward, the CUAA will be actively working on ensuring that the revenue stream continues to be healthy and sourcing other revenue streams for the future especially during these times of uncertainty.

T. De Capua also stated that by doing so, the CUAA will continue to contribute towards alumni programming and initiatives by adjusting to the current pandemic context. Going forward, contribution towards other funds in need, will take place at the CUAA's discretion and be assessed every fiscal year.

In summary, the CUAA yielded another great year of results while respecting overall budget and still making a significant contribution towards a relief fund that helped many students during the Covid-19 pandemic.

7. Appointment and remuneration of accountant for the 2020-2021 fiscal year (Kim Fuller)

On motion duly made, seconded and carried, it was unanimously resolved:

THAT Mizgala & Cie Inc. be appointed accountants of the CUAA to hold office until the next annual meeting of members and that the Board of Directors be authorized to determine their remuneration.

8. Report from the Nominating Committee and election of incoming directors and directors standing for re-election for 2020-2022 (David Kierans)

D. Kierans, Chair of Nominating Committee, presented the 2020-2022 proposed slate of directors and recognized the contribution of the following retiring directors:

- Phillippe Pourreaux (BComm, 00)
- Sonia Di Maulo (BA, MA 01)
- Daniel Doran (MBA 16)
- Tania De Capua (BComm 11)
- Lauren Small (BA 95, MA 97)
- Caroline Samné (MA 03)

As indicated in the slate of directors, the Board proposes 22 directors, (i) 3 of which are ex-officio directors, (ii) 5 of which have been elected last year for a two-year term, and (iii) 13 of which are nominated for election as directors of the CUAA for a two-year term.

On motion duly made, seconded and carried, it was unanimously resolved:

THAT the following list of nominees be elected as Directors of the CUAA to hold office for a two year term, until either 2021 or 2022 Annual Meeting of Members, as the case may be, or until their successors are otherwise elected or appointed:

Directors Standing for Re-election

Mario Ciaramicoli (BEng 02)	Term 2020-2022
Lyn Fong (BA 02)	Term 2020-2022
Julia Khon (MBA 13)	Term 2020-2022
Susannah Tam (MBA 82)	Term 2020-2022
Vicki Variantzas (BA 96)	Term 2020-2022
Hanna Vineberg (BA 88)	Term 2020-2022

Incoming Directors

Nichola Dyer (BA 85)	Term 2020-2022
Nura Jabagi (MBA 14)	Term 2020-2022

Simon Foucher (MBA 16)	Term 2020-2022
Lesley Antoun (BEng 95)	Term 2020-2022
Didier Serre (BA 13)	Term 2020-2022
Alexandre Davidson (BComm 16)	Term 2020-2022
Andréanne Biron (BEng 07)	Term 2020-2022

There being no further nominations, the Chairperson declared those nominated to be duly elected as directors of the CUAA to hold office for a period of two years, until the 2022 annual meeting of Members, or until their successors are otherwise elected or appointed.

Therefore, the complete slate of directors is:

Directors Standing for Re-election

Mario Ciaramicoli (BEng 02)	Term 2020-2022
Lyn Fong (BA 02)	Term 2020-2022
Julia Khon (MBA 13)	Term 2020-2022
Susannah Tam (MBA 82)	Term 2020-2022
Vicki Variantzas (BA 96)	Term 2020-2022
Hanna Vineberg (BA 88)	Term 2020-2022

Incoming Directors

Nichola Dyer (BA 85)	Term 2020-2022
Nura Jabagi (MBA 14)	Term 2020-2022
Simon Foucher (MBA 16)	Term 2020-2022
Lesley Antoun (BEng 95)	Term 2020-2022
Didier Serre (BA 13)	Term 2020-2022
Alexandre Davidson (BComm 16)	Term 2020-2022
Andréanne Biron (BEng 07)	Term 2020-2022

Returning Directors

Linda Donnini (BSc 91)	Term 2019-2021
David Kierans (BA 75)	Term 2019-2021
Miranda Melfi (BComm 86)	Term 2019-2021
Ven Virah (BComm 10)	Term 2019-2021
Current TT Liang (BComm 81)	Term 2019-2021

Ex-Officio Directors:

Steve Avram (BEng 71, Meng 85)
 John Limeburner (BComm 68)
 Kim Fuller (BFA 96)
 Leisha LeCouvie

9. Report by the Secretary and proposed changes to the by-laws (Miranda Melfi)

M. Melfi stated that the amendments of the by-laws were approved by the CUAA Board on September 2nd, 2020 and are being presented to the members for ratification.

M. Melfi summarized the amendments to the by-laws as follows:

- In terms of the Membership Qualifications, a modification was made to clarify that any person who attended the University or its founding institutions and who completed a full academic year is eligible for membership provided that a written request was made to the University (Board approval is not required).
- Further, in terms of participation to meetings by various communication facilities, a modification was made to allow Meetings of Members to be held by electronic means. Hence, this will allow members to participate by telephone or by other electronic means if the CUAA makes such communication facility available.
- With respect to the Board of Directors and Officers, modifications were made to:
 - Decrease the minimum number of Board members by 2 from a minimum of 17 to 15.
 - Require 8 directors (from 9) be appointed to standing offices (President, Immediate Past President, Executive Vice President, Vice President(s), Corporate Secretary, Treasurer, President of the Loyola Alumni Founding Chapter, and president of the Sir George Williams University Alumni Founding Chapter).
 - Allow more flexibility in appointing various VPs as needed to reflect the needs of the CUAA (instead of entrenching pre-determined VP positions, e.g., VP, Students and Young Alumni).
 - Set a minimum of 2 directors to represent affinity, faculty or geographic chapters (instead of having a range of 4 to 7)
 - Set a minimum of 2 directors to be selected from the Members of the CUAA (instead of having a range of 1 to 9)
- In addition, with respect to committees, modifications are made to allow the Board to appoint the chair of each of the Nominating Committee and the Alumni Recognition Awards Committee (rather than determining in the General By-Laws that the immediate Past President be the chair for each of those committees).

On motion duly made, seconded and carried, it was unanimously resolved:

THAT the amendments to the CUAA By-laws be and they are hereby ratified.

10. Welcome by the Vice-President, Advancement (Paul Chesser)

P. Chesser started by thanking the volunteers for their commitment and service to our alma mater, and for caring so deeply and passionately for Concordia University. He also thanked K. Fuller for her passionate leadership for the past five years and everything she's done for the Concordia community.

In addition, P. Chesser stated that despite the pandemic, enrollment continues to be strong, noting that this past summer saw the largest summer enrollment historically.

P. Chesser, also stated that the fall and winter semesters will be offered remotely, and that labs and performance labs will continue to work on research, as well as some varsity sports will continue to work and train.

Furthermore, P. Chesser, stated that the remote orientation was very successful with more than 2,700 students attending sessions remotely, with some safe, in-person, activities as well.

P. Chesser underscored the Covid-19 student relief fund, which was able to aid more than 1,750 students who were given emergency bursaries at the time when they needed it the most.

Lastly, P. Chesser gave an update on the campaign fundraising, which began in 2014 and publicly launched in 2017, that achieved target to date of \$193 million. P. Chesser expressed that the campaign has been extended to the year 2024-25 which will allow for celebration of the culmination of the campaign with the 50th anniversary of the merger of Loyola and Sir George.

11. Report by the Senior Director, Alumni Relations (Leisha LeCouvie)

L. LeCouvie, expressed that due to the pandemic there was the need to cancel a huge number of in-person events to prioritize the safety of the alumni community. As an alternative, Alumni Relations had to make the move to virtual programming. She noted that the main point of programming was not only to aid people in their career goals but also, bring them joy due to the context of the pandemic.

L. LeCouvie stated that since September 18th, 2019, there had been a total of 76 webinars. For which, more than 9,000 people registered, and had 5,700 attendees. With the average age of attendees being 45, and 80% of them living in Quebec.

Further, Alumni Relations partnered with the LIVE Center at Concordia and created CU Cares. The isolation call initiative was able to make a total of 437 calls with 231 of those successfully completed.

Lastly, L. LeCouvie presented a thank you video for K. Fuller, with messages from close acquaintances and CUAA directors.

12. Regional Chapter Video (Kim Fuller)

K. Fuller presented a Regional Chapter Video featuring volunteers based in Canada, China and the U.S.

13. Closing remarks and adjournment of meeting (Kim Fuller)

There being no other points of order and the agenda was completed, the Chairperson asked for a motion to terminate the meeting.

On motion duly made, seconded and carried, it was unanimously resolved:

THAT the meeting be terminated.

Chairperson
K.Fuller

Secretary
M. Melfi

Schedule A

Scrutineers' Report on Attendance

The following members of the CUAA were in attendance representing at least twenty-five (25) members present at the Meeting:

Directors: Kim Fuller (Chair), Steve Avram, Mario Ciaramicoli, Tania De Capua, Daniel Doran, Linda Donnini, Julia Khon, David Kierans, John Limeburner, Sonia Di Maulo, Miranda Melfi, Philippe Pourreaux, Caroline Samné

Members:

Alain Ajamian, Taiwo Adetiloye, Sara Baptiste-Brown, Shelley Bartholomew, Yasmina Bayyoun, Eric Belanger, Jaydeep Bhalala, Ana Julia Carrasquel, Mary Carryer, Manuelita Cherizard, Gina P. Cody, Julia D'Alesio-Worth, Mary E. Daniel, Dolly P. Dastoor, Khalil Diaz, Nichola J. Dyer, Elia El Habre, Carole Eng, Abir Fakhreddine, Eric S. Fallen, Elisabeth Faure, Catherine Flemming, Lyn Fong, Simon Foucher, John Gancz, Patrick Gannon, Dayong Gao, Steve Georgopoulos, Mina Ghasri, Melanie Gudgeon, Irit Gur, Cynthia Hansen, Yan A. Hao, Christine F. Harkness, Kendra Kabasele, Donald Kamenz, Winston Kan, Christine Kim, Rosa Lam, Ian Macleod, Pietro Mazzei, Kathryn McMorrow, Alana Mota, Kristina Ramsay, Rajesh Saini, Lauren B. Small, Jill M. Smith, Susannah Tam, Pierre Vaillancourt, Wei Wei, Arlene L. Zimmerman.

Advancement Staff: Paul Chessser, Temi Akin-Aina, Leisha LeCouvie, Anais Loriston