

**McMaster Association of Part-Time Students
Board of Directors Meeting – Minutes
Monday May 16, 2011 at 5:30 pm
Ron Joyce Centre, Room 363, Burlington, ON**

PRESENT Jeanette Hunter, Kate Pratas, Violet Wakeman-Ajandi, Candace Waterkamp

ABSENT Elaine Marion, Nathan Shaw

STAFF Sam Minniti (Executive Director, Chair), Terri Jones (Office Administrator)

CONSTITUTION OF THE MEETING

A quorum of directors being present, Minniti called the meeting to order.

Minniti indicated that it is customary for the Executive Director to chair the inaugural meeting of the MAPS Board of Directors, or at least part thereof, so as to avoid any conflict of interest if the existing Chair is seeking re-election or if the new Chair requires some assistance and training in Robert's Rules of Order. The Board agreed by unanimous consent to have Minniti chair the entire meeting.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

- None

1. ADOPTION OF THE AGENDA

Motion: Moved by Waterkamp, seconded by Wakeman-Ajandi to adopt the agenda.
Carried Unanimously.

2. ELECTION OF THE 2011-2012 EXECUTIVE COMMITTEE

Motion: Moved by Pratas, seconded by Wakeman-Ajandi to open nominations in an omnibus manner for the position of President, Vice-President Internal, Vice-President External, and Treasurer.
Carried Unanimously.

Pratas nominated Hunter for President, Hunter accepted.
There were no other nominations for President.

Hunter nominated Waterkamp for Vice-President Internal, Waterkamp accepted.
There were no other nominations for Vice-President Internal.

Waterkamp nominated Wakeman-Ajandi for Vice-President External, Wakeman-Ajandi accepted. There were no other nominations for Vice-President External.

Hunter nominated Pratas for Treasurer, Pratas accepted.
There were no other nominations for Treasurer.

Motion: Moved by Waterkamp, seconded by Pratas to ratify in an omnibus manner Hunter as President, Waterkamp as Vice-President Internal, Wakeman-Ajandi as Vice-President External, and Pratas as Treasurer for 2011-2012.
Carried Unanimously.

3. ELECTION TO MCMASTER UNIVERSITY COMMITTEES & BOARDS

Minniti highlighted the various McMaster University committees and boards, their respective life cycles, responsibilities, and general time commitments.

Hunter suggested that given the small size of the 2011-2012 MAPS Board coupled with the fact that all of them work during the day which is when the various McMaster University committees and boards meet, that the MAPS Board ratify Minniti as the MAPS representative for all McMaster University committees and boards and that in the event Minniti is unable to attend or ineligible to attend, alternate arrangements would be made to send a Board member or part-time student.

Motion: Moved by Hunter, second by Pratas to ratify Minniti as the MAPS representative for the President's Advisory Committee on Building an Inclusive Community (PACBIC), President's Advisory Committee on Community Relations (PACCR), the President's Advisory Committee on Transportation and Parking (PACTP), the Senate Committee on Student Affairs, the Titles Bookstore Advisory Board, and the various valedictorian selection committees.
Carried Unanimously.

4. UNFINISHED / OTHER BUSINESS – CLOSED SESSION UPDATE

Motion: Moved by Waterkamp, seconded by Pratas to move into closed session.
Carried Unanimously.

Motion: Moved by Waterkamp, seconded by Pratas to return to open session.
Carried Unanimously.

5. TIME OF NEXT MEETING / ADJOURNMENT

Minniti indicated that the next MAPS Board of Directors meeting would take place in conjunction with the Annual Board of Directors Retreat in the spring or summer. Minniti informed the Board that he would e-mail everyone to solicit their availability. There being no further business, the meeting was adjourned at 8:50 pm.

Motion: Moved by Waterkamp, seconded by Wakeman-Ajandi to adjourn.
Carried Unanimously.

IMPORTANT NOTICE

During the years 2008 through 2012, the taking of minutes, recording of decisions of the Board, and other normal meeting procedures do not appear to have been followed or in accordance with best practices. However, various documents that appear to be unapproved minutes were found.

In August 2013, the Board of Directors (which was elected in February 2013 as part of a complete Board changeover) instructed that these unapproved minutes be made publicly available in order to advance the current Board's commitment to transparency and improved governance. However, these minutes may not be fully representative of the deliberations or subsequent actions of prior Boards, and the current Board is unable to determine their accuracy as none of the current members were present during these past meetings.

These minutes should thus be read with the following caveats:

1. Unless otherwise indicated, no record exists of these minutes being appropriately reviewed or approved. The minutes' contents are thus provided "as is" for information purposes only.
2. These minutes may accordingly not provide a full or accurate record of prior board decisions. These minutes should thus not be relied upon as authoritative or conclusive.
3. As none of the 2013 members were present, these minutes have not and will not be approved by the 2013 Board. The 2013 Board does not automatically agree with or accept any decisions or discussions that may be in these minutes.
4. For reference, as of 2013, minutes are now reviewed and approved by the Board at a subsequent meeting, and signed by the presiding officer and corporate secretary.