



## Agenda

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

The Society of Graduate and Professional Students recognizes the traditional and ancestral territories of the Anishinaabe and Haudenosaunee Nations on whose lands we gather on today. This land acknowledgement reminds us that rich Indigenous governances still exist, and will go into the future. This should also serve as a reminder that we are benefitting by living on this land that is a traditional territory of indigenous people.

5:40 pm

*Note: as usual, comments in triangle braces (these: <>) were made during the editing of the minutes and try to represent best what was said. If there is uncertainty, a ? is included in the comment, e.g. <uncertain comment?>*



### I. Adoption of the Agenda

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#### A. Adoption of the Agenda

**MOTION 04/14/20:01**

BIRT SGPS Council adopt the Agenda for the April 14<sup>th</sup>, 2020 Annual General Council Meeting.

Pass with majority



### II. Minutes

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#### A. Approval of the Meeting Minutes

**MOTION 04/14/20:02**

BIRT the SGPS adopt the minutes from the March 31<sup>st</sup>, 2020 Council Meeting.

Nick

- Amend: in the Whereas statements of the Summer Tuition Waiver Motion of the AGM (March 2020), the Whereas statements should have included "and professional" students, as in "graduate and professional students". This was discussed in the meeting and agreed on, but was omitted as a clerical error. The BIRT portion of the motion remains unchanged, as it referred to the "SGPS membership"

Approved by Majority vote



### III. Speaker/Deputy Speaker Vote

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#### A. Selection of Speaker by Secret Ballot

Each nominee shall receive three (3) minutes to introduce their candidacy, followed a maximum of three (3) questions from Council Members.



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

Candidates: Harshavardhan Thyagarajan, Sydney Prince, Mary Rita Holland

Harashavd

- Wants to put name forward because looking forward to working actively with the SGPS and being involved
- Slight experience being on DSCs before, and have not been on the SGPS before in any position
- In terms of being a good fit, I am reasonably familiar with the laws these follow from model UN
- What I bring to the table is enthusiasm and being here frequently, all the time basically

Jeremy:

Question

- Covid related-ish
- We had to move our meetings online
  - o How comfortable are you with Zoom
  - o Do you have any recommendations moving forward

A

- Reasonably comfortable
- No issues
- Many meetings
- Was here in the last meeting, and thought the speakers did a good job even with a lot of people and a lot of <unsure>
- I would invest a better way than the chat box to communicate when somebody needs to speak
- Maybe there needs to be a group chat outside to organize simultaneously

Tamara:

- You mentioned you don't have a lot of SGPS experience
- So what interests you in being part of the SGPS now as the speaker

A:

- I haven't been extremely involved, only been at Queens for 1.5 years
- For the last part I have not had any personal difficulties and so haven't felt an immediate need to be an advocate towards anyone
- Not sure how I can change, because the speaker is especially supposed to be neutral and apolitical
- I would still like to be in a position that I can convey to everyone what is happening and where we are going and how we're <unsure>
- Dealing with as they come up



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

Sydney

- My name is Sydney
- Second year JJD at Queens law
- Quite involved so far, going to be a senior editor at a LAS journal
- Also part of Queens law society
- Business clinic
- TA the business laws course in undergrad
- Specifically interested, I was really involved in GT at undergrad, enjoyed doing it, seeing different programs interactions
- I would like to be involved
- At Guelph, I was a director of events, so I know Roberts rules and government

Jeremy:

- Zoom question again

Sydney:

- We switched all the lectures of my classes to Zoom
- I think this works for a central council meeting, this format is best
- I think for smaller meetings there should be less <>
- Another tool I have used is Microsoft teams for all the exec meetings over the summer
- I find that it's great because it is integrated already <with the Queen's/SGPS email accounts>

Tamara:

- So the SGPS is part of the larger Queens community
- What do you really like about the Queens community
- And, I know this isn't part of the speaker's role, but what do you think is something the sgps could do more to engage the community

A:

- I really like how close-knit it is, that's what drew me to Queens
- I think connecting the sgps to the undergrad programs and the other facets of campus is important
- I just that we are integrated and building off of one another in succeeding at all.



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

Mary Rita:

- Thanks for having me this evening,
- So my application is probably a bit unique
- I have been involved as a member of the sgps since 1999
- I am now doing a PhD
- I have been in grad school for a long time (2 grad degrees, and working towards phd, in 3<sup>rd</sup> year)
- Taken time away to have a family and be involved in provincial and then municipal politics
- I have considerable experience in chairing meetings in my current role as president of the Ontario NDP
- And through various as a member councilor for King's Court district in Kingston Council
  
- I have not had the opportunity to experience university politics, either because of working or taking care of a child and being involved in other forms of government
  
- Quite interested in the university structure
- Believe I have skills in the roles of speaker
- Have co-chaired the mayor's task force on hours <housing?>
- Dealing with the issue of housing supply (and because we had the lowest vacancy rate <in the province/country, one of the lowest>)
- And bringing people together
- Co-chairing helped develop love and providing <>
- Do <volunteer and chaired meetings> as well with the Ontario NDP with passionate people

*Nick - My bad for not doing everyone <having each candidate speak> and then questions*

Tamara

- If you are still involved in the city on a political level
- If you still are, would there be conflicts of interest

A:

- If I do deal with that on occasion at my role in city hall
- Definitely in my case that I declare conflict at city hall if there are things, e.g., that come up at Queens
  - o I have the conflict no matter what because I am a TA at queens
- A Speaker, I see that as being less of an issue in terms of not receiving funds from the city in that role
- Again, as impartial in the chair position, I see no conflict in lobbying efforts

Jeremy;

- Same question <re Zoom>



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

A:

- I am familiar, what we do mostly with Ontario NDP is conference calls
- So I have 38 members in conference calls
- I think zoom offers a lot more ability, and we have done this at the city as well, current meetings
- So I am familiar with zoom as well, as well as at queens
- Recommendation I would do is, at the city, things are working well in terms of business, so I think being the purpose of being more available and transparent and all of that, is that it would be good to investigate

Leo

- (question for all candidates)
- one of the important roles of the speaker is to assist council and the exec in modifying the bylaws,
- over the last few years we had Simon deal with things,
- so for all three folks, what is their knowledge of writing with bylaws
- what approach would be your approach for this

Mary Rita

- one of the things I am quite interested in, previous degree in public admin and currently studying phd in public policy
- I have proposed things to city council that have then become bylaws
- One thing that I worked up as President of Ontario NDP was with the policy book
- Everything sort of landed in this one document, and it <>
- And this moment in time that <>
- I have the process of revised and drafting to a more v<>
- And also I would do this for a working, involve others in a working group

Sydney

- So I am actually fairly familiar with bylaws when I was director of events for student government at Guelph we had to do a review of their bylaws that year
- I am also an editor on one of the legal journals, so I am comfortable with editing and formatting
- (Leo re-clarifies the question)
- again for collaborating with the rest of council
- the review work that I have done as a case worker at the clinic (e.g. reviewing articles of incorporation etc.) so I think I can bring up these things after a review

Harsha

- full discloser, I am not familiar with bylaws as the others
- so I haven't done the work in that position before
- I think it is a great initiative to include the speaker with the exec



### **Agenda**

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

- To ensure that we have laws to cut through red tape that stops us from serving as well as ones that help us in the time being
- Very interesting in doing what I can and working in that area

*Voting was conducted with a Zoom Poll*

Mary Rita was voted in in a blind ballot

### **B. Selection of Deputy Speaker by Secret Ballot**

Candidates: Devin Fowlie, Harsharvarden

Devin:

- Doing second year of my masters in social psych
- Will be starting phd in September
- While I was in Halifax, before this, I did work with the Green parties of Nova Scotia and Canada
- Organizing an EDA for them, which in the simplest terms allows you to keep things organized outside of an election time
- I also then served in a supporting role in terms of council meetings etc., which of course follow Roberts rules
- Then here in Kingston I helped get the EDA going here as well, but I stepped back from an exec role because I wanted to focus on grad work at the moment
- So I am stepping back in to as <>
- I serve on the psych grad student association / board as the social representative there

Leo:

- So one of the very vital roles of the deputy speaker is about ensuring that we have an accurate council roster



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

and also making sure that we know who is a part of council

- There are certain departments. That we have struggled with engaging <i.e. getting representatives from them>
- Do you have any strategies to get these departments represented?

Devin:

- I am not certain off the root of the problem, I would first get some ideas about why they are not engaging
- If they don't know or don't seem to be interested it would be worth seeing if they want to be represented in some way about this
- So the first approach is to see why not, and then start talking with them

Jeremy:

- Zoom related question, same

Devin:

- Um, yea so I did hear that before
- I think that I do have some experience with Zoom
- That seems to be the platform that we are going to, as with most people
- In terms of going forwards, I thin part of the reasons are based on difficulties with the AGM and those things, which I think is maybe a different ball game
- So in terms of how to approach that, I don't have specific details, specifically
- I think this is a pretty good platform by messaging the speaker directly and having <possibly having them read it?>



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

Harsharvarden

Leo:

- Same as before, some departments don't like coming to council, how to get them to elected or attend

Harsharvarden:

- Much like Devin, I am not aware of why we don't have departments. Who a <are not involved>
- I think having <execs?> helping with the reaching out about what they stand to gain and what support they can get in exchange
- I think this is not immediately other steps to kind of change this

Devin was elected by secret ballot using Zoom polls



## Executive & Speaker Reports

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### A. Executive Reports

- President – Jeremy Ambraska (report attached)
- VP Academic – Leo Erlichman (report attached)
- VP Professional – Ryan Adlem (report attached)
- VP Finance & Services – Abel Hazon (report attached)
- VP Community – Uchitta Vashist (report attached)

### B. Speaker Report

- Speaker – Laura Culleton (oral report)



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

Jeremy:

- Apologies for late written report
- just want to say thanks to call the councils, it has been an unexpectedly challenging year
- I learned a ton and I hope we made things better
- Also a huge thanks to the exec team, especially Leo and Abel who helped us <who were in our> first year <of being> execs
- Also Laura, Nick
- Sandy and Andria
- Front desk staff and commissioners
- It was challenging but we did the best we could

For Covid,

- I attended today, Justine has been attending for the last few weeks <the meeting with university representatives>
- So she should be well-placed
- A semi-positive update, Kingston is doing particularly well in terms of Covid, the hospitals are doing well in terms of beds, ICUs,
- Again they attributed this to planning and some luck
- Hopefully people can enjoy some good news
- For those of you who attending the AGM, or emailed us or expressed your concerns
- We have continued to bring it up to the admin, <SGS Dean> Fahir, Mark Green, as well as with Partick Deane today
- Unfortunately we are getting the same response, that it is not possible for financial reasons
- Also graduate reports were mentioned at the senate
  - o We have <sensed?> some movement
- The SGS has one international urayr <?>
- Also money in to <?>
- Also Anne Tierney for the work situation: 140/166 jobs were confirmed through the SWEP program, we have not yet gotten the numbers for grad students exactly
- We have seen financial supports
- We have seen some movement, I know this is to the full summer tuition waive
- We have been talking to the students
- We have heard that they need provincial funding to do this
- We have been in contact with the CFS Ontario
- We have also reached out the AMS and OUFSA to bring <concerns> to the provincial and possibly federal governments
- I can say that we are doing relatively well compared to other schools for funding
- Hoping to reach out the ministry to have grad students to sign
- As well as working with <PCSS?> with letter writing

Fifi:

- Thank you for that report
- Could you expand on the provincial level advocacy that the SGPS has been undertaking, what specifically and what projects? Both on the university and the province

Jeremy:

- I know that me and Leo attended our conference call with Ontario schools, in that position we are pushing hard to have a direct campaign at the MCU, might involve a day of action and advocacy from individuals and schools



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

- We are exploring other <ways> to connect with MCU
- OUSA has had some success with OSAP
- We reached out the AMS to get best ways to get this in front of the government
- Leo has drafted MCU-specific letters
- As well as talking to other groups who have been able to get the government to move
- To the university, we have raised again supports, today I have the last meeting with the principal, and raised the need for again tuition supports, unfortunately we are still getting the same answers
- Leo will add some stuff

Leo:

- Through OUSA, we have managed to identify the issues manager on this final, so we are just in the last stages of drafting a letter campaign and reaching out the other issues manager, and the new exec have seen the received the copy of that letter
- The issues manner is the person in the public service in charge of the policy for this
- We will have a phone call with cfse
- There are member schools who want the campaign to look a bit different
- As Jeremy mentioned that Queen's is in a relatively good place, with funding guarantees etc., obviously this can be better
- In terms of action we will be doing advocacy as well as working with the uoft union to do some back-channeling to see if we can get some movement on this file
- Oousa has also gotten some movement from the feds <federal government>, which they are not as receptive to cfs

Leo's report:

- CFS drafting a letter
  - Some tension with CFS Ontario , York and others want 'we demand tuition waivers and income support'
  - Our position so far has been using language forcefully like "demanding" in a time of crisis when all sectors of the nation are under stress is not the best <method>
  - Government relations people have given us that advice
  - The Ontario council of deans, we are still going to be doing both
  - Our own campaign will partner <?>
  - Our Dean led a movement to open to a letter to the minister of colleges and universities
  - The dean has put forward the dollar value on how much that would cost across Ontario
  - We don't know what it is
  - We were told it is reasonable
- 
- We have received the final draft of alcohol policy
  - Unfortunately the alcohol subcommittee did not put forward a report we were comfortable with



### **Agenda**

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

- A letter from us, law, medicine, etc. set things off
- The policy committee has 2007 letters <note-number may be a bit off, sorry!>
- We gave up addition info <information that the subcommittee did not accept from the SGPS>
- Also included the policies voted on in council, which the principle said he will include <in the final report>
- The committee did not take us in to account, which was frustrating
  
- We have the new council member numbers
- huge thank you to everyone on the exec, the speakers, and everyone here, the peer academic advisors, and the peer support center and Arthie
- Thankfully a lot of the meetings senate-wise should be easy <not sure what the context of this was>

<no other oral reports, some exec were in exams>

#### **C. Approval**

**BIRT SGPS Council approve the Executive and Speaker Reports.**

**MOTION 04/14/20:03**

In favour: 18

Opposed: 0



**Agenda**

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom



Senator, Trustee, Commissioner, Committee & Other Reports

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- A. Senator Report** – Graduate Student Senator – Courtney Bannerman (no report)
- B. Trustee Report** – Graduate Student Trustee – (no report)
- C. Commissioner Reports**
  - a. Athletics Commissioner – Quentin Tsang (no report)
  - b. Equity & Diversity Commissioner – Penny Zhang (no report)
  - c. Indigenous Graduate Liason – Paige Van Tassel (oral report)
  - d. International Students Affairs Commissioner – Claudia Hirtenfelder (report attached)
  - e. Social Commissioner – Anthony Lomax (no report)
- D. Committee Reports**
- E. Department Reports**
- F. Other Reports**
  - a. University Rector – Alex da Silva (no report)
  - b. Chief Returning Officer - (no report)
  - c. Supervisor – position vacant (no report)

- G. Approval** **MOTION 04/14/20:04**  
**BIRT SGPS Council approve the Senator, Trustee, Commissioner, Committee & Other Reports.**

**In favor 19  
Passed**



Question Period and Departmental Issues

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Business Arising from the Minutes

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Main Motions & Discussion

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## Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

### A. Salary Amendments

**Whereas the SGPS executive changed the job expectations and de-scoped the commissions due to the Student Choice Initiative**

**Whereas the Student Choice Initiative will not be enforced in 2020-2012**

**MOTION 04/14/20:05**

**BIRT the SGPS amend the following salaries accordingly and return the commissions to full operational capacity**

**Leo (VP Graduate) MOVES**

**Jeremy (President) SECONDS**

#### B.10.1 Stipends

a. Stipends are paid monthly, with the total amount paid over the term of responsibility being as follows:

- (1) President \$15,500.00
- (2) Vice Presidents \$12,000.00
- (3) Peer Academic Advisors \$6,000.00
- (4) Commissioners ~~\$3,000.00~~ \$6,000.00
- (5) Officers \$6,000.00
- (6) Peer Student Support Shift Leaders \$6,000.00
- (7) Deputy Commissioners \$1,500.00
- (8) Speaker \$4,000.00
- (9) Deputy Speaker ~~\$500.00~~ \$2,000
- (10) Chief Returning Officer ~~\$600.00~~ \$1,000

b. At the conclusion of their terms, an \$8000.00 fellowship provided by the School of Graduate Studies is distributed amongst all Members of the Executive who are Graduate Students.

#### B.10.2 Honoraria

a. Honoraria are paid at the conclusion of a term in office. In the instances of multiple year positions, the amount is paid annually, after each complete year and one final payment at the conclusion of the term.

b. The amounts for honoraria are as follows:

- (1) Student Senators \$200.00
- (2) Graduate Student Trustee \$200.00

**c. In order to receive an honorarium all eligible persons must submit a report to each council meeting. Each report that is not submitted to council will result in a 50% forfeiture of the honorarium amount.**

Passed unanimously



## Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

### B. Changes to Bylaw 5.1 “Members of Council.”

Whereas bylaw 4.2 outlines specific criteria for membership in recognized groups.

Whereas bylaw 4.2 further outlines the requirement of members to be elected to council from a recognized group.

Whereas the SGPS executive began a review of the structure of council in 2018-2019.

MOTION 04/14/20:06

BIRT SGPS council adopt the following changes to bylaw 5.1 “Members of Council.”

Leo (VP Graduate) MOVES

Jeremy (President) SECONDS

B.5.1 Members of Council

a. The Members of Council [Members of Council] include:

- (1) One representative from each Recognized Group with fewer than 100 Ordinary Members;
- (2) Two representatives from each Recognized Group with 101-300 Ordinary Members;
- (3) Three representatives from each Recognized Group with 301-500 Ordinary Members;
- (4) Four representatives from each Recognized Group with more than 500 Ordinary Members;

~~(1) One Aboriginal Student Representative;~~

~~(1) One International Student Representative;~~

~~(1) One Mature Student Representative;~~

~~(1) One Part-time Student Representative;~~

(5) The Executive;

~~(1) All Senators who are members of the SGPS;~~

~~(1) The Graduate Student Trustee;~~

~~(1) The Director, who shall not vote;~~

~~(1) The Commissioners and Deputy Commissioners, who shall not vote;~~

(6) The Speaker (or Deputy Speaker in the absence of the Speaker), who shall not vote except in the case of a tie;

~~(1) The Chief Returning Officer, who shall not vote; and~~

~~(1) The Queen’s Clubs Officer, who shall not vote.~~

b. The Executive, Officers and Commissioners and Deputy Commissioners will fulfill their responsibilities as outlined in the SGPS Bylaws and Policies.

c. The number of representatives to which each Recognized Group is entitled will be updated annually by the Speaker based on the most recent ~~November full-time equivalent~~ Queen’s University graduate and professional enrollment ~~count and reported for information to Council at the numbers to be reported by the Vice President Graduate to the~~ April Meeting of Council. The revised number of representatives shall take effect on the following September 1<sup>st</sup>.



### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm

Zoom

d. Notice of receipt of election for new councillors is to be provided to The Speaker or The Chief Returning Officer (who shall report to the speaker) in accordance with By-Law 4.2 (c).

(1) Receipts of election shall require a registered ballot roll of all Ordinary Members within the Recognized Group certifying an election of 50%+1 of Ordinary Members.

(2) Recognized Groups may choose to independently run elections for councillors or conduct elections through The Chief Returning Officer.

d. The ex-officio ~~honorary~~ members of Council are:

(1) The President of the Alma Mater Society, who shall only participate in debate on matters affecting the Alma Mater Society, but shall not vote;

(2) The University Rector, who shall not vote;

(3) The Graduate Student Trustee, who shall not vote;

(4) All Senators who are members of the SGPS, who shall not vote;

(5) The Commissioners, who shall not vote;

(6) Officers of the SGPS, who shall not vote; and

(7) The Chief Returning Office, who shall not vote.

Passed Unanimously

### C. Policy Amendments

MOTION 04/14/20:07

**BIRT the SGPS Council approves the following amendments to P.3.1.2 and P.2.2.2**

Ryan (VP Professional MOVES

Jeremy (President) SECONDS

#### P. 3.1.2 Staff Hiring

- a) The recruitment, selection and hiring of staff for positions with the SGPS shall be in accordance with this Policy.
- b) A hiring committee shall be struck consisting of ~~the Director, one other office staff member and two members of the Executive~~ **at least two but no more than five individuals. At least one person on the hiring committee must be a member of the current Executive.**
- c) One of the members of the Hiring Committee shall be explicitly responsible for ensuring that equity considerations are considered. If none of the committee members is qualified, a member of the Equity & Diversity Commission shall be added to the hiring committee.
- d) The Hiring Committee shall draft a job description. The job description shall include the requirements of each position as defined in P.2.3, as well as other requirements as the Hiring Committee shall deem necessary. An archive of past job descriptions shall be maintained by the Director and shall be made available to all members of the SGPS on request.

#### P.2.2.2 -Selection of Commissioners and Deputy Commissioners

- a) The Executive shall select the commissioners and coordinators through a process of application and



**SGPS**  
Society of Graduate &  
Professional Students

### Agenda

April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom

- interviews.
- b) A commissioner or deputy commissioner may re-apply for the same position, and must inform ~~the Executive~~ **in writing to the VP Professional** no later than February 28th if they intend to do so.
  - c) ~~Where a commissioner or deputy commissioner re-applies, a re-hiring performance review will take place in accordance with the procedure outlined in P.3~~ **the current VP Community will submit a review of the commissioner or deputy commissioner for the hiring panel to consider in its rehiring decision.**
  - d) **The position shall be advertised for new applicants, however it shall be up to the hiring panel to decide whether to interview any candidates for the position, or simply rehire the commissioner or deputy commissioner from the previous year.**
  - e) A hiring panel shall be convened for each position, which shall consist of:
    - 1) ~~The Vice President Community~~ **The outgoing VP Professional, who shall chair the committee;**
    - 2) ~~A Commissioner or second member of the Executive, as decided by the Executive; and~~ **At least one member of the incoming executive; and**
    - 3) ~~The Assistant Director of Logistics.~~ **At least one other member of either the incoming or outgoing executive, the Executive Director, or an outgoing commissioner—as voted for by the outgoing executive**
  - f) **The hiring panel shall consist of at least three, but no more than five members.**
  - g) Hiring panels for different positions may be composed of different individuals.
  - h) Job descriptions shall be posted online and open positions shall be advertised online for a 2- week period, except for cases when the position is vacant due to a resignation.
  - i) Where there are no applications or one application for a given position, the hiring period can be extended for additional time at the discretion of the ~~VP~~ **Vice President Professional.**
  - j) The hiring panel shall review applications and interview candidates to determine suitability for each position. A hiring panel is not required to interview every applicant for a position if time constraints and volume of applications would make doing so impractical.
  - k) The hiring panel shall make decisions based on consensus. Where no consensus can be reached, a decision may be made by majority vote.
  - l) **In the case of a tie vote, the vote of the chair of the committee shall break the tie.**
  - m) Hiring panel members must declare conflicts of interests and recuse themselves where they would be unable to make an impartial decision. Recusal should take place as soon as all of the applications for a position are received. A panelist who recuses him or herself shall be replaced by a suitable alternate selected by the Executive.
  - n) In the event that a Commissioner resigns during the first four (4) months in office, candidates considered for a Commissioner position during the previous round of Commissioner hiring may be offered the position, instead of enacting the process outlined in P.2.2.2.f, and this choice is at the discretion of the hiring panel.
  - o) The hiring of commissioners and deputy commissioners shall be carried out in accordance with the SGPS's policy statement on equity.

Pass unanimously



**Agenda**  
April 14<sup>th</sup>, 2020 - 5:30pm  
Zoom



Other Business

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Notices of Motion

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Adjournment

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**A. Adjournment**

**MOTION 04/14/20:08**

**BIRT this meeting of SGPS Council be adjourned.**