



## Board Meeting Minutes

Nov 27, 2024 at 6 pm

### Zoom:

<https://us06web.zoom.us/j/82106237756?pwd=jDKvUBLKAoZOTCxTGvW8fsElavb6MR.1>

Room 227 Riddell Centre, 3737 Wascana Parkway

**Board Members:** Tayef Ahmed (Board Chair), Akib Hossain (Director at Large), Zuhruf Zarooq (Director at Large), Sarah Zahid (Director at Large), Austin Stadnyk (Director at Large), Jeremy Beam (Director at Large)

**Other Attendees:** Ziyang Li, Executive Director

### Regrets:

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## 1. CALL TO ORDER

The Board meeting was called to order at 6:00 p.m. by Tayef Ahmed.

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## 2. DECLARATION OF CONFLICT

None was declared.

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## 3. CONFIRMATION OF AGENDA

Motion to approve the agenda for the Carillon Board of Directors Meeting on Wednesday, November 27, 2024 as presented.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Akib Hossain

**Carried Unanimously.**

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## 4. APPROVAL OF MINUTES



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Approval of the meeting minutes from September and October 2024 was tabled to the next Board meeting.

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## 5. MATTERS FOR DECISION

- **Appointment of Directors**

Motion to appoint Austin Stadnyk, Jeremy Beam, and Sarah Zahid as Directors at The Carillon.

**Moved by:** Akib Hossain

**Seconded by:** Zuhruf Zarooq

**Carried Unanimously.**

- **Approval of Financial Reviewer**

Motion to appoint Virtus Group as financial reviewer for the fiscal year 2022–24.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Akib Hossain

**Carried Unanimously.**

- **Budget for Financial Review**

Motion to approve a \$10,000 budget to complete the financial review by Virtus Group.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Sarah Zahid

**Carried Unanimously.**

- **Risk Matrix 2024–2025**

Risk matrix was reviewed by Ziyang Li and Tayef Ahmed.

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## 6. MATTERS FOR DISCUSSION



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- **Staff Annual Performance Evaluation**

Led by Ziyang Li. Discussion held on performance review process and upcoming evaluations.

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## 7. INFORMATION ITEMS

No information-only items were presented.

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## 8. OTHER BUSINESS

No additional items were raised.

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## 9. IN-CAMERA SESSION

Three items were discussed during the in-camera session.

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## 10. ADJOURNMENT

Motion to adjourn the meeting was made at 7:45 p.m.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Akib Hossain

**Carried Unanimously.**



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