

**Trent Central Student Association
Summer Committee of the 2023-2024 Board of Directors
Agenda - Sunday, August 13th, 2023, at 11:00 am- TSC 1.07**

1. Call to Order

Start time: 11:02 am

2. Roll Call

Chair: Association Resource Manager Wendy Walker

Present

TCSA President Aimee Anctil

VP Health/Wellness Bri Policchico

VP Campaigns/Equity Alexx Bodden

VP University/Colleges Juman Zanzoul

Enviro/ Sustainability Commissioner Alyssa Scanga

LEC Prime Minister Noah Edwards

OC Commissioner Jonathan Nayler

On-Campus Commissioner Moez Khan

Association Staff

BIPOC Student Organizer Sofiat Olabimtan

3. Land and Labour Acknowledgement

Chair Walker read, “The Trent Central Student Association wishes to acknowledge that we are meeting today on the traditional territories of the Mississaugueeg Anishnaabeg people of Treaty 20 and the Williams Treaty, who have been taking care of this land since creation. As visitors to these lands, we would like to acknowledge the displacement and sacrifices of all Indigenous peoples who lived, learned and gathered here, much like we are today. Peterborough, or Nogojiwanong, as it was originally called, has become home to many, and we would like to recognize the contributions made by other First nations, Metis and Inuit peoples to this community. We give further thanks to the people of Curve Lake First Nation and Hiawartha First Nations for welcoming us onto this beautiful land. While settler-colonialism is still very evident within the structure of our society and institutions, the TCSA is committed to furthering the work of a de-colonial student union and campus, in partnership with Indigenous university staff, students, and community groups.

The Trent Central Student Association acknowledges that much of what we know of our society today, including its culture, economic growth, and development, has been made possible by the unpaid labour of Black, Indigenous, and Racialized peoples. While racism is prominent within

the structure of our society and institutions, the TCSA is committed to furthering the work of an anti-racist student union and campus in partnership with Black, Indigenous, and Racialized university staff, students, and community groups”

4. Chairs Remarks

Chair Walker informs directors about the Association's new Community Coordinator, Aditi Sharma.

5. Approval of the Agenda

MOTION: Be it resolved that the agenda for the August 13th, 2023 Summer Committee Meeting be approved.

MOVED: Prime Minister Edwards, seconded by Commissioner Scanga
Motion Carries

6. Executive Updates

President Anctil informs directors of the creation of a demand omnibus, which is being created with Trent's other unions, TGSA, TDSA, CUPE and TUFA. These demands will be presented to the administration. They have also been assisting the VPUC with Orientation Week planning. They are meeting with VP Julie Davis and AVP Students Lawrence Lam to discuss transit and have been continuing conversations to ensure service for September. President Anctil has also created an events calendar to help minimize overlap between Association and College events.

VP Zanzoul announces this year's Orientation Week events. The Association will be doing its annual welcome bags as well as Sexy Trivia, Get the Tea on Your Union and the Great Race. They have also been working with OC Commissioner Jonathan Nayler to write a letter in support of increased compensation and training for Orientation Week leaders. Prime Minister Edwards asks for clarification on the Get the Tea event. VP Zanzoul explains that students will get free bubble tea and be able to chat with the Executive team and other Association staff about services and the resources TCSA offers.

VP Bodden has been planning multiple events for Peterborough Pride in September, including the Pride Picnic and letting students walk in the parade with the Association banner. They have also been working with Commissioner Scanga on a divestment letter and OC Commissioner Nayler to support Orientation Week leaders. She has been planning a campaign for this Fall called The Call is Coming from in the House, which will address student experiences at Trent, with a focus on International Students, Tuition costs and Student support services. They have also been working with VPHW to create grocery shopping and price-matching resources for students. Prime Minister Edwards asks how the June Pride trip to Toronto went. VP Bodden explained that despite some students getting lost, the overall trip was a success and heard lots of good feedback. VP Bodden will also be reviewing Trent's flag policy as they don't fly a Pride flag in June and don't fly an Every Child Matters flag in September.

VP Policchico has been planning a harm reduction fair for September in partnership with local community organizations. This will also include Naloxone and overdose recognition training for students. She has also been creating party-safe kits, which will include one-time use breathalizers, drug testing coasters, nightcaps and other resources. These will be given to

students at the Harm Reduction fair ahead of HOTT weekend. She is also hoping to start a mixed-ability varsity sports league for students to increase student involvement, especially for students who are injured or have mobility restrictions. VP Policchico will also be hosting a Tree Top Trekking event this Tuesday for students.

7. Lockers

MOTION: Be it resolved that Summer Committee approve the contract with Signifi and the addition of a budget line for annual software/licensing costs.

MOVED: Prime Minister Edwards, seconded by Commissioner Scanga
Motion Carries

President Anctil presents to directors an automated locker system the Association is hoping to get. With the increasing number of student services the Association offers, we are looking for new ways to make them more accessible to students. These lockers would be used for remote pick up either outside of the Association's office hours or if students would like increased privacy. Students will be able to pick up prescriptions, merch orders, One Stop Chop, Wrapped and Ready, and keys for room booking. Once they've placed an order, students receive an individual one-time-use QR code that only opens the locker. The lockers are built custom and will include TCSA-specific branding. TCSA will also have access to 24/7 tech support and annual maintenance. President Anctil is also hoping to receive sponsorships from Trents Colleges to assist with the one-time investment costs. The lockers take 2 months for production, so the Services manager, Zoe, is hoping for them to be installed during the Fall reading week.

8. Any Other Business

Prime Minister Edwards informs directors that LEC's Commissioner has resigned so they will be filling this position in their Fall byelection

9. Adjournment

...to end the meeting

MOTION: Be it resolved that the August 13th, 2023 Summer Committee Meeting be adjourned.

MOVED: OC Commissioner Nayler, seconded by Commissioner Scanga
Motion Carries

End Time: 11:49 am

QUOTATION: Trent Central Student Association



ONE-TIME CAPITAL INVESTMENT (SOFTWARE) - ENTIRE PROJECT			
ITEM	ITEM PRICE	QTY	TOTAL PRICE PER ITEM
UI / UX Set-up, Configuration Includes: User interface design and branding, 2 standard workflows, UI mock-ups with two iterations of feedback	\$ 5,320.00	1	\$ 5,320.00
SUBTOTAL	One-time		\$ 5,320.00

ONE-TIME CAPITAL INVESTMENT (HARDWARE)			
ITEM	ITEM PRICE	QTY	TOTAL PRICE PER ITEM
Core Hardware (one-time)			
Control Locker (12") - All-in-one locker system, 15" Touchscreen, Intel PC and smart locker controllers	\$ 9,650.00	1	\$ 9,650.00
Add-on locker (12")	\$ 5,985.00	2	\$ 11,970.00
Barcode/QR code scanner	\$ 1,160.00	1	\$ 1,160.00
Optional Add-ons (one-time)			
Commercial vinyl wrap (control locker & add-on locker OR control & companion)	\$ 3,190.00	1	\$ 3,190.00
Cradlepoint - Pre-configured 4G LTE cellular router with mounting brackets (monthly data plan extra) **OPTIONAL	\$ 1,300.00	0	\$ -
Labour			
Onsite Installation Includes: setup of merchandise and testing, review of the planogram and basic trouble shooting. Remote training on the software platform (Vision) before and after shipping *Travel and accommodation expenses if any, will be invoiced separately	\$ 1,200.00	1	\$ 1,200.00
Project Management Includes Up to 5 control units; \$500 per additional control unit; no limit on add-on lockers and companions	\$ 3,990.00	1	\$ 3,990.00
Shipping and Logistics (one-time)			
Crating	\$ 1,650.00	1	\$ 1,650.00
Shipping & insurance (Estimate) - Dock-to-dock	\$ 1,200.00	1	\$ 1,200.00
SUBTOTAL	One-time		\$ 34,010.00



RECURRING ANNUAL COST - (SOFTWARE/SUPPORT)			
ITEM	ITEM PRICE	QTY	TOTAL PRICE PER ITEM
Software licensing, Maintenance & Support			
Software licensing and support Includes: Software security maintenance, software updates, software version upgrades, proactive monitoring, 24/7 phone/email technical support, remote troubleshooting and resolution, incident management and escalations	\$ 2,375.00	1	\$ 2,375.00
On-Site Support **OPTIONAL Includes: cost of parts & labour over the duration of the support period and must be bought within 45 days of invoice payable annually upfront. Limit of 2 technician calls annually per configuration (pooled by end client). Travel and accommodation expenses if any, will be invoiced separately.	\$ 1,995.00	0	\$ -
SUBTOTAL	Per Year		\$ 2,375.00

COMMENTS:

All pricing is quoted in CAD

Quote is valid for 60 days

All one-time fees are invoiced upfront

All recurring fees are prepaid

Subject to local taxes

PRICING SUMMARY		CAD
ONE-TIME	\$ 39,330.00	One-time
ANNUAL	\$ 2,375.00	Recurring

SIGNIFI Lockers

Control Locker X12

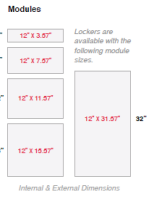
AR AM Automated Retail Asset Management

- Add additional lockers or Companion units (up to three)
- Signifi VISION ready "Cloud Based Platform"
- 15" or 10" Full HD touchscreen available

** indicates variable height leveling feet



Locker	
Dimensions	72.4" H, 17.3" W, 21.8" D - inch 182.9" H, 43.9" W, 55.4" D - Cm
Weight	N/A
Electrical	110-115VAC, 150 W
Refrigeration	N/A
Capacity	Max 11 compartments 4" (10.16cm)
Computer	Intel® MUC PC
Touch Screen	15" or 10" Full HD touchscreen
Payment Options	EMV, Debt, Credit, Tap



SIGNIFI Lockers

Add-on Locker X12

AR AM Automated Retail Asset Management

- Requires "Control or Smart Locker"
- Signifi VISION ready "Cloud Based Platform"
- Capacity Max 14 compartments

** indicates variable height leveling feet



Locker	
Dimensions	72.4" H, 17.3" W, 21.8" D - inch 182.9" H, 43.9" W, 55.4" D - Cm
Weight	286.40 lbs - 129.90 Kg
Electrical	12 Volt DC, 30 W
Refrigeration	N/A
Capacity	Max 14 compartments (2 x 6", 12 x 4") (20.32cm / 10.16cm)

