



## MINUTES

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### PRESENT:

Richard Watson – Chair  
Bill Holmes  
Eagle Glassheim  
Fei Liu  
Murray McCutcheon

### UBC MEMBERS:

Carole Jolly  
Holly Shepherd

### AMS DESIGNATED STUDENT:

Ayesha Irfan

### STAFF:

Paul Thorkelsson – Chief Administrative Officer  
Athena Koon – Finance Manager  
Chris Hakim – Corporate Services Specialist  
Dave Gillis – Recreation Manager  
Emmanuel Samoglou – Social Media Specialist  
Glenda Ollero – Communications Manager  
Wegland Sit – Operations Manager

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### A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:32 p.m.

The Chair welcomed Ayesha Irfan, the newly appointed AMS Designated Student. The Chair also welcomed Holly Shepherd, who returned to her role as a UBC Member.

The Chair acknowledged that the meeting was held on the traditional and unceded territories of the Musqueam people.

### B. APPROVAL OF AGENDA

**MOVED** by the Chair

**SECONDED** by Director Glassheim

*THAT the Board approve the May 21, 2024 open session agenda, as circulated.*

**CARRIED**

### C. APPROVAL OF MINUTES

**MOVED** by the Chair



**SECONDED** by Director McCutcheon

*THAT the Board approve the April 16, 2024 open session minutes, as circulated.*

**CARRIED**

#### **D. DELEGATIONS**

None.

#### **E. EXTERNAL REPORTS & PRESENTATIONS**

##### 1. Campus and Community Planning Report

Carole Jolly, the UBC Director of Community Development and Engagement, presented the report contained in the meeting package, followed by a question from the Board.

##### 2. Electoral Area A Monthly Report

A report was not presented this meeting. No questions followed.

#### **F. REPORTS**

##### 1. May 2024 Management Report

The Management team presented their respective reports contained in the meeting package, followed by questions from and discussion amongst the Board.

##### 2. Online Version of the *UNA Guidebook* Report

The Communications Manager presented the report contained in the meeting package, followed by questions from the Board.

**MOVED** by the Chair

**SECONDED** by Director Glassheim

*THAT the Board approve the online version of the UNA Guidebook for publication on the UNA website and distribution to the community.*

**CARRIED**

##### 3. UNA Administrative Office Lease Renewal Report

The Operations Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

##### 4. Print Issue Publication Options for *The Campus Resident* Report

The Communications Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

##### 5. UNA Staff Parking Plan Report

The Operations Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.



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*The Board recessed at 7:04 p.m. and reconvened at 7:25 p.m.*

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6. UBC Community Amenity Charges Report

The Chief Administrative Officer presented the report contained in the meeting package, followed by a question from the Board.

7. Governance & Human Resources Committee Update

a. Corporate Policy Framework Report

The Corporate Services Specialist presented the report contained in the meeting package. No questions followed.

**MOVED** by the Chair

**SECONDED** by Director Holmes

*THAT the Board approve the proposed Corporate Policy Framework (#01-19), as circulated.*

**CARRIED**

b. 2024 UNA Board of Directors Election Planning Report

The Corporate Services Specialist presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

8. Neighbours Agreement Committee Update

Director Holmes provided a verbal report. No questions followed.

**G. UNFINISHED BUSINESS**

None.

**H. NEW BUSINESS**

None.

**I. ADJOURNMENT**

**MOVED** by the Chair

**SECONDED** by Director McCutcheon

*THAT the Board adjourn into a closed session to discuss matters that are, or are related to, discussions and dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests, and the approval of minutes for a closed session or restricted closed session of a Board meeting.*

**CARRIED**



UNIVERSITY  
NEIGHBOURHOODS  
ASSOCIATION

**UNA BOARD OF DIRECTORS MEETING**  
**Open Session**

Tuesday, May 21, 2024  
Wesbrook Community Centre

*The meeting adjourned into a closed session at 7:49 p.m.*

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