



MINUTES

PRESENT:

Richard Watson – Chair
Eagle Glassheim
Fei Liu (via videoconference)
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
Emmanuel Samoglou – Social Media Specialist
Glenda Ollero – Communications Manager
Isabel Todorova – Sustainability Specialist
Josie Chow – Assistant Manager, Programs & Events
Wegland Sit – Operations Manager

A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:30 p.m.

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 September 17, 2024 open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by the Chair

SECONDED by Director McCutcheon



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

CARRIED

D. DELEGATIONS

1. Wesbrook Place Plaza Proposal

Ian Carter, a resident, provided a presentation, followed by questions from and discussion amongst the Board.

2. Wesbrook Village Traffic, Lighting, Noise (Music)

Joan Hebb, a resident, provided a presentation, followed by questions and comments from the Board.

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 questions and comments from the Board.

2. Electoral Area A Monthly Report

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

F. REPORTS

1. August & September 2024 Management Report

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

2. 2024/25 Staff Work Plan Q1 Report

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

3. Off-Leash Dog Park Report

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

MOVED by Director Glasshiem

SECONDED by the Chair

THAT the Board direct staff to:

- a) *initiate the public engagement process on the UNA dog park, as circulated;*
- b) *apply for funding from the Community Works Fund to support the construction of the UNA dog park; and*



- c) *work with UBC, as part of the Wesbrook Place Neighbourhood Plan amendment process, on the potential expansion of the park space in Wesbrook Place.*

CARRIED

4. Staffing for UNA Social Media Report

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

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The Board recessed at 7:15 p.m. and reconvened at 7:30 p.m.

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MOVED by NAME

SECONDED by NAME

THAT the Board temporarily 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

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The Board temporarily adjourned into a closed session at 7:31 p.m., and resumed the open session at 8:11 p.m.

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5. Media Relations Policy Report

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

MOVED by the Chair

SECONDED by Director Glassheim

THAT the Board approve the Media Relations Policy (#04-04) and its associated procedures and guidelines, as circulated and amended.

CARRIED

6. UNA & YMCA Before and After School Care Program Sublicence Agreement

The Operations Manager presented the report contained in the meeting package, followed by a question from the Board.

MOVED by the Chair



SECONDED by Director McCutcheon

THAT the Board approve the UNA & YMCA Before and After School Care Program Sublicence Agreement and authorize the Chair or the Chief Administrative Officer to execute the agreement, as circulated.

CARRIED

7. Finance & Audit Committee Update

a. FY2024/25 Q1 Financial Results Report

The Finance Manager presented the report contained in the meeting package, followed by a question from the Board.

b. FY2024/25 Fire Protection Service Fees Report

The Finance Manager presented the report contained in the meeting package, followed by discussion amongst the Board.

c. Repayment of UBC Financial Support Report

The Finance Manager presented the report contained in the meeting package. No questions followed.

MOVED by Director Glassheim

SECONDED by Director Liu

THAT the Board approve the withdrawal by UBC of \$88,676 from the Neighbours Fund in lieu of the UNA paying that amount to UBC pursuant to a letter agreement dated July 19, 2021.

CARRIED

d. Municipal Finance Authority Pooled Investment Funds Report

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

MOVED by Director Glassheim

SECONDED by Director Liu

THAT the Board authorize the Finance Manager to enter into the process to open an account with the Municipal Finance Authority.

CARRIED

8. Governance & Human Resources Committee Update

a. Board Vacancy Policy Report

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

MOVED by Director Glassheim



SECONDED by Director McCutcheon

THAT the Board refer the Board Vacancy Policy (#01-20) report to the GHR Committee for revision and to come back to the Board in October meeting.

CARRIED

9. Neighbours Agreement Committee Update

The report contained in the meeting package was presented, followed by a comment from the Board.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director Glassheim

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

The meeting adjourned into a closed session at 8:41 p.m.

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