



## MINUTES

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### **PRESENT:**

Richard Watson – Chair  
Bill Holmes  
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  
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 5:30 p.m.

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

This being Director Liu's last meeting as a director, the Board acknowledged and thanked Director Liu for her service on the Board and to the UNA. This was conducted in a separate session, but is noted in these open session meeting minutes for the public to view.

## **B. APPROVAL OF AGENDA**

**MOVED** by the Chair

**SECONDED** by Director Glassheim

*THAT the Board approve the October 15, 2024 open session agenda, as circulated.*

**CARRIED**



### C. APPROVAL OF MINUTES

**MOVED** by the Chair

**SECONDED** by Director McCutcheon

*THAT the Board approve the following meeting minutes, as circulated:*

- *the September 17, 2024 open session minutes; and*
- *the October 1, 2024 special open session minutes.*

**CARRIED**

### D. DELEGATIONS

None.

### E. EXTERNAL REPORTS & PRESENTATIONS

#### 1. Wesbrook place Neighbourhood Plan Amendment Presentation

Joanne Proft, the UBC Associate Director of Campus and Community Planning, provided a presentation, followed by questions and comments from the Board.

#### 2. 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.

#### 3. Electoral Area A Monthly Report

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

### F. REPORTS

#### 1. October 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. Staffing for UNA Social Media Report

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

**MOVED** by Director McCutcheon

**SECONDED** by Director Holmes

*THAT the Board prioritize the hiring of a part-time Social Media Specialist in the development of the 2025/26 UNA Operating Budget.*

**DEFEATED**



**MOVED** by Director Glassheim

**SECONDED** by the Chair

*THAT the Board direct staff to recruit a part-time Social Media Specialist and begin the work required to transition The Campus Resident to publish more print editions.*

**CARRIED**

*(Director Holmes opposed)*

3. 2024 AGM and Bylaws Report

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

4. Finance & Audit Committee Update

a. FY2025/26 Budget Development Timeline Report

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

b. UNA Investment Strategy Report

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

**MOVED** by Director Holmes

**SECONDED** by Director Glassheim

*THAT the Board direct the Finance Manager to invest \$1.1M in the Municipal Finance Authority's Pooled High-Interest Savings Account.*

**CARRIED**

**MOVED** by Director Holmes

**SECONDED** by Director Glassheim

*THAT the Board approve the pre-authorized debit agreement and, if it is required, the list of authorized signers, as circulated.*

**CARRIED**

c. FY2024/25 Resident Recreation and Cultural Facilities Contributions Report

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

5. Governance & Human Resources Committee Update

a. Board Vacancy Policy Report

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



**MOVED** by the Chair

**SECONDED** by Director Glassheim

*THAT the Board approve the Board Vacancy Policy (#01-20), as amended.*

**CARRIED**

6. Neighbours Agreement Committee Update

Director Holmes provided a verbal report, followed by questions from and discussion amongst 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; the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 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 7:12 p.m.*

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