



MINUTES

PRESENT:

Richard Watson – Chair
Bill Holmes
Eagle Glassheim
Murray McCutcheon

UBC MEMBERS:

Carole Jolly
Holly Shepherd

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

GUESTS:

Bob Lilly – Principal Consultant, Lanarc
Jen McCutcheon – Electoral Area A Director
Michael White – Associate Vice-President, UBC Campus and Community Planning
Mike Feeley – Neighbours Agreement Committee Member

On November 28, 2024, the Board approved resolutions electronically via email. One of the approved resolutions is a directive to include a record of the resolutions as an addendum to these meeting minutes. The details of those resolutions are noted in the memorandum attached to the November 19, 2024 and December 17, 2024 open session meeting minutes.

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 being held on the traditional and unceded territories of the Musqueam people.

This being the current slate of directors' last meeting, the Chair acknowledged and thanked the directors for their service on the Board.

B. APPROVAL OF AGENDA

MOVED by the Chair

SECONDED by Director Holmes

THAT the Board approve the November 19, 2024 open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by the Chair

SECONDED by Director McCutcheon

THAT the Board approve the October 15, 2024 open session meeting 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. No questions followed.

2. Electoral Area A Monthly Report

Jen McCutcheon, the Electoral Area A Director, presented the report contained in the meeting package, followed by a comment from the Board.

F. REPORTS

1. Main Mall Greenway Activation Project

The Operations Manager and Bob Lilly, the Principal Consultant at Lanarc, presented the report contained in the meeting package, followed by questions and comments from the Board.

MOVED by the Chair

SECONDED by Director Glassheim

THAT the Board direct staff to prepare a report on the Main Mall Greenway Activation Project's Spring 2025 public engagement strategy.

CARRIED



2. November 2024 Management Report

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

MOVED by Director Holmes

SECONDED by Director McCutcheon

THAT the Board direct staff to stop posting UNA content on X (formerly Twitter).

CARRIED

3. SEEDS Project: Shade Mapping Report

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

4. Wesbrook Place Shade Structure Report

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

5. FY2024/25 Q2 UNA Staff Work Plan Report

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

6. Finance & Audit Committee Update

a. Draft I FY2025/26 UNA Annual Budget Report

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

MOVED by Director Holmes

SECONDED by Director Glassheim

THAT the Board direct that there be a public consultation on the operating and capital budgets for FY2025/26 following the January 2025 Board meeting.

CARRIED

b. FY2024/25 Q2 Financial Results Report

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

c. UNA Capital Reserve Policy Report

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

MOVED by Director Holmes

SECONDED by Director Glassheim



THAT the Board approve the revisions to the Capital Reserve Policy (#05-14), as circulated.

CARRIED

d. UNA Investment Strategy Update

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

* * * *

The Board recessed at 7:05 p.m. and reconvened at 7:26 p.m.

* * * *

7. Neighbours Agreement 2024 Report

Director Holmes presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

MOVED by Director Holmes

SECONDED by Director McCutcheon

THAT Mike Feeley and Michael White be permitted to speak on this item.

CARRIED

The following resolution was amended to include the additions of a reference map of the campus and neighbourhoods, and relevant references to this map throughout the body of Neighbours Agreement 2024 contained in the meeting package.

MOVED by Director Holmes

SECONDED by Director McCutcheon

THAT the Board approve the attached version of the Neighbours Agreement 2024, with the additions of a map, labeled "Schedule I – Reference Map of the Campus and Neighbourhoods", and relevant references to this map throughout the body of this agreement.

CARRIED

MOVED by Director Holmes

SECONDED by Director McCutcheon

THAT the Board authorize the Neighbours Agreement Committee to continue discussions with UBC with the view to resolving disagreements over the drafting changes proposed by UBC.

CARRIED

G. UNFINISHED BUSINESS

None.



H. NEW BUSINESS

None.

I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director Holmes

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 8:42 p.m.

* * * *



Resolutions Approved Without Meeting – Board of Directors

DATE: Thursday, November 28, 2024

SESSION: Open

Concluding on November 28, 2024, the Board conducted an electronic vote via email on the following resolutions:

MOVED by Director Holmes

THAT the Board approve Neighbours Agreement 2024 dated November 28, 2024 attached to this email.

MOVED by Director Holmes

THAT the Board authorize the UNA Chair to sign Neighbours Agreement 2024 on behalf of the UNA.

MOVED by Director Holmes

THAT the Board direct staff to provide a signed copy of Neighbours Agreement 2024 to UBC.

MOVED by Director Holmes

THAT the Board direct staff to include a report of the above motions as an addendum to the minutes of the open session of the Board's November 19, 2024 meeting.

The resolutions were unanimously approved and carried.