



MINUTES

PRESENT:

Eagle Glassheim – Chair
Evan Luo – Secretary
Jake Wiebe
Michael Kerns
Ronald Bourgeois
Sandy Song
Yanbo (Paul) Li

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 (via videoconference)
Wegland Sit – Operations Manager

GUESTS:

Chuck Lan – RCMP University Detachment Commander

On November 28, November 29, and December 6, 2024, the Board approved resolutions electronically via email. The details of those resolutions are noted in the memorandums attached to the 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 5:32 p.m.

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

B. APPROVAL OF AGENDA

MOVED by the Chair

SECONDED by Director Wiebe

THAT the Board approve the December 17, 2024 open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board approve the following meeting minutes, as circulated

- *the November 19, 2024 open session meeting minutes; and*
- *the December 10, 2024 Inaugural Board meeting minutes.*

CARRIED

D. DELEGATIONS

None.

E. EXTERNAL REPORTS & PRESENTATIONS

1. Quarterly RCMP Police Report

Chuck Lan, RCMP University Detachment Commander, presented a verbal report, followed by questions 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

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

F. REPORTS

1. December 2024 Management Report

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

2. Board Committee Appointments Report

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

MOVED by the Chair

SECONDED by Director Song

THAT the Board appoint Director Wiebe, Director Bourgeois, Director Song, and Director Li to the Finance & Audit Committee.

AND THAT the Board appoint Director Wiebe and Director Bourgeois as the Chair and the Vice-Chair of the Finance & Audit Committee, respectively.



AND THAT the Board appoint Chair Glassheim, Director Song, and Director Luo to the Governance & Human Resources Committee.

AND THAT the Board appoint Chair Glassheim and Director Song as the Chair and the Vice-Chair of the Governance & Human Resources Committee, respectively.

AND THAT the Board appoint Director Kerns, Chair Glassheim, and Director Bourgeois to the Land Use Advisory Committee until December 17, 2026.

AND THAT the Board appoint Director Kerns as the Chair of the Land Use Advisory Committee until December 17, 2026.

AND THAT the Board appoint Director Li and Director Bourgeois to the Community Engagement Advisory Committee until December 17, 2026.

AND THAT the Board appoint Director Li as the Chair of the Community Engagement Advisory Committee until December 17, 2026.

AND THAT the Board appoint Chair Glassheim and Director Luo to the Newspaper Editorial Committee.

AND THAT the Board appoint Chair Glassheim as the Chair of the Newspaper Editorial Committee until December 17, 2026.

AND THAT the Board appoint Chair Glassheim, Director Wiebe, and Director Song to the UNA-UBC Liaison Committee.

AND THAT the Board appoint Chair Glassheim as the Co-Chair of the UNA-UBC Liaison Committee.

AND THAT the Board appoint Chair Glassheim, Director Li, and Director Kerns to the UNA-AMS Joint Advisory Committee.

AND THAT the Board appoint Chair Glassheim as the Co-Chair of the UNA-AMS Joint Advisory Committee.

CARRIED

3. 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.

4. WBCC and OBCC Janitorial Services Agreement Renewal Report

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 Wiebe

THAT the Board approve the 2025-2027 UNA & Scandinavian Building Services Agreement renewal, as circulated, and authorize the Chair or the Chief Administrative Officer to execute the agreement.



CARRIED

5. 2024 UNA Board of Directors Election Report

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

6. 2025 Board Meeting Schedule

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

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director Wiebe

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 7:09 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.

Resolutions Approved Without Meeting – Board of Directors

DATE: Friday, November 29, 2024

SESSION: Open

Concluding on November 29, 2024, the Board conducted an electronic vote via email on the following resolutions:

MOVED by Director Holmes

THAT the Board agree to the termination of the licence agreement dated June 6, 2008 between the UNA and UBC respecting Hawthorn Place parks and request that UBC agree to the termination of the agreement.

MOVED by Director Holmes

THAT, if the first motion is approved, staff be directed to send the motion to UBC.

The resolutions were unanimously approved and carried.

Resolutions Approved Without Meeting – Board of Directors

DATE: Friday, December 6, 2024

SESSION: Open

Concluding on December 6, 2024, the Board conducted an electronic vote via email on the following resolutions:

MOVED by Director Holmes

THAT the Board revoke the UNA Reserve Fund Policy (#05-13) effective December 5, 2024.

MOVED by Director Holmes

THAT, if the first motion is approved, staff be directed to send the motion to UBC.

MOVED by the Chair

THAT the members of the Neighbours Agreement Committee be thanked for completing their mandate and that the Committee itself be dissolved with thanks.

The resolutions were unanimously approved and carried.