



AGENDA

<https://us06web.zoom.us/j/84624989602>

Meeting ID: 846 2498 9602

A. CALL TO ORDER

B. MEMBERSHIP CHANGES

1. Resignation: Matthew Ramsey
2. New Appointment: Ali Mojdehi

C. APPROVAL OF AGENDA

- **Motion:** THAT the Committee approve the January 19, 2023 agenda as circulated.

D. APPROVAL OF MINUTES

- **Motion:** THAT the Committee approve the December 7, 2022 minutes as circulated.
- **Attachment:** Draft Minutes (December 7, 2022)

E. ITEMS / REPORTS

1. Chair Reappointment and Vice-Chair Election

- i. **Introduction** (Jane Kang, Chair)
- ii. **Discussion/Elections** (Jane Kang, Chair)
- iii. **Motion**
 - That _____ be appointed Vice-Chair of the CEAC.

2. 2023 Work Plan

- i. **Introduction** (Jane Kang, Chair)
- ii. **Discussion** (Jane Kang, Chair)
- iii. **Motion** (if any)

3. Social Event Planning

- i. **Introduction** (Jane Kang, Chair)
- ii. **Discussion** (Jane Kang, Chair)
- iii. **Motion** (if any)

4. Recreation Review Update

- i. **Introduction** (Glenda Ollero, Staff Liaison)
- ii. **Discussion** (Glenda Ollero, Staff Liaison)
- iii. **Motion** (if any)
- iv. **Attachment:** Briefing Note: UNA Recreation Review Update

F. ADJOURNMENT

- **Motion:** THAT this meeting of the CEAC be adjourned.



MINUTES

PRESENT:

Jane Kang, Chair
Alice Bradley

Nidhi Raina

REGRETS:

Alexandra Bailey
Michelle Niu

Matthew Ramsey

STAFF:

Glenda Ollero, Communications Manager

GUESTS:

Jennifer Siddon, Siddon Strategic Communications

RECORDING SECRETARY:

Debbie Reimer, Mosaic Writing Group (from recording)

A. CALL TO ORDER

Jane Kang, Chair, called the University Neighbourhoods Association (UNA) Community Engagement Advisory Committee (CEAC) meeting to order at approximately 4:30 p.m.

B. MEMBER RESIGNATION

This item was not considered

C. APPROVAL OF AGENDA

Draft agenda of the December 7, 2022 UNA CEAC meeting was provided with the agenda material.

This item was not considered.

D. APPROVAL OF MINUTES

Draft minutes of the October 25, 2022 UNA CEAC meeting was provided with the agenda material.

This item was not considered.

E. ITEMS/REPORTS

1. Recreation Program Review

Provided with the agenda material:

- *Project Brief "University Neighbourhoods Association Recreation and Culture Programming Review"*
- *Briefing Note re "UNA Recreation and Culture Programming Review Community Member Recruitment".*

i. Introduction

Glenda Ollero, Communications Manager, introduced the UNA Recreation and Culture Programming review.

ii Presentation

Jennifer Siddon, Siddon Strategic Communications, referenced the documents provided with the agenda material and highlighted:

- The CEAC is to provide feedback on the proposed survey to promote involvement in the recreation and culture programming at UNA
- The proposal seeks community involvement in:
 - Focus groups
 - Three community meetings
 - Surveys
 - Virtual open house
 - Three pop-up meetings
- People who wish to be involved in the discussions are asked to complete the volunteer web form, which includes questions regarding:
 - Residents' interests
 - Community areas of focus
 - Residents' usage of facilities
 - Residents' usage of activities or shared spaces
- Suggestion that CEAC provide feedback regarding people within the community who could add value to the focus groups.

iii. Discussion

Discussion ensued on:

- Suggestion to add the category of “new to the neighbourhood” to the questionnaire
- Concern that residents are unaware of all community activities
- The survey will be promoted in multiple ways
- Suggestion that the CEAC encourage involvement in the focus groups
- In-person community meetings are planned for February 2023
- Invitations will be sent to people who volunteer for the focus groups
- The first pop-up meeting will be at the Lunar New Year celebration
- Dates, times and locations of community meetings will be well communicated and advertised:
 - Locations for meetings will be Hampton, Hawthorne and Wesbrook
- The final report will include current and future trends in recreation
- A QR code will be created to sign up for the survey
- Final presentation to the Board is scheduled for April 2023.

iv. Motion

It was moved (Jane Kang) and seconded (Nidhi Raina)

THAT the University Neighbourhoods Association Community Engagement Advisory (CEAC) will review the briefing note and provide feedback to the Communications Manager by December 14, 2022.

Carried

F. ADJOURNMENT

The University Neighbourhoods Association Community Engagement Advisory Committee meeting adjourned at 5:02 p.m.

DRAFT

BRIEFING NOTE: UNA Recreation and Culture Programming Review Update

Purpose: The University Neighbourhoods Association (UNA) Recreation and Culture Programming Review (Review) Team is entering the community consultation phase of the Review. This phase includes small group (focus group) meetings, community meetings, a virtual open house, pop-ups and surveys. The Review Team is seeking input from the UNA Community Engagement Advisory Committee on planned upcoming activities.

Background: The Review, which is being led by Dave Gillis, Recreation Manager, in partnership with Siddon Strategic Communications and Neilson Strategies (Review Team) is aimed at ensuring UNA recreation and culture programming is meeting the needs of the UNA community. The Review will:

- identify the current programming needs of the UNA community
- identify what is working well and opportunities for improvement
- identify current trends in recreation and cultural programming
- result in an Action Plan that includes recommendations for activities/programs and services, over a five-year period

In addition to small group and community meetings, a virtual open house and pop-ups, the Review will include four targeted surveys: (1) general community survey (see below), (2) UNA volunteer survey, (3) instructors/service providers survey, and (4) UNA employee survey.

Options and Recommendations: The Review Team is seeking feedback on its planned activities as well as assistance from the Community Engagement Advisory Committee members in encouraging community members to participate in the community consultation phase of the Review e.g., share the link to the Review webpage ([myuna.ca/recreation review](http://myuna.ca/recreation%20review)) with their respective networks.

Schedule of Activities¹

| January 6 | January 16/17 | January 28 | Week of January 30 th |
|---|--|---|--|
| - Launch: myuna.ca/recreation review - Launch: Community Recruitment campaign (website and e-newsletter) | - Email outreach for Small Group Meeting recruitment | - Community Survey Opens - Pop-Up (Lunar New Year) | - Poster & Postcard (Direct Mail) - Distribution Begins |

¹ Schedule of Activities is subject to change

| February 2023 | | | | | | |
|---------------|---|---|--|--|-------------------------------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 Community Meeting (Hampton strata) 7 to 8:30 pm | 7 Small Group Meeting (New Immigrants) 5 to 6:30 pm | 8 Community Meeting (Old Barn Community Centre) 7 to 8:30 pm | 9 Community Meeting (Wesbrook Community Centre) 7 to 8:30 pm | 10 | 11 |
| 12 | 13 Virtual Open House 7 to 8:30 pm | 14 Pop-Up (Valentine's Day) | 15 Small Group Meeting (Families with Children) 7 to 8:30 pm | 16 Small Group Meeting (Retirees and Seniors) 7 to 8:30 pm | 17 | 18 |
| 19 | 20 Pop-Up (Family Day) | 21 | 22 Small Group Meeting (UBC Faculty and Staff) 7 to 8:30 pm | 23 Small Group Meeting (Volunteers) 7 to 8:30 pm | 24 Community Survey Closes | 25 |
| 26 | 27 | 28 | | | | |

General Community Survey

Title: Recreation, Culture Programs & Community Events

Subtitle: Tell us what you think about UNA Recreation programs!

Do you love to play a friendly game of badminton at the Wesbrook Community Centre or meet-up with your book club in the Living Room of the Old Barn Community Centre? Perhaps you volunteer with a community group or maybe you haven't yet taken advantage of these facilities and programs?

We've created this survey so you can tell us what you think about the University Neighbourhoods Association's (UNA's) current recreation and culture programs and community events, and help us determine future programs. The survey will be open from January 28, 2023 to February 24, 2023 and all University Neighbourhoods community members are invited to participate.

The survey will take you about five minutes to complete.

Thank you for helping to shape the UNA's recreation and culture programs, and community events!

1. **Which UNA facility do you use the most?**
 - a. Wesbrook Community Centre
 - b. Old Barn Community Centre
 - c. Neither

2. **Which of the following UNA green spaces/fields do you use the most?**
 - a. UNA Community field
 - b. Nobel Park (Collings Field)
 - c. Other (Please specify)

3. **Have you ever volunteered for UNA recreation and culture programs?**
 - a. Yes
 - b. No

4. **If you answered NO to question #4 above - What are some of the barriers to becoming a volunteer for UNA recreation and culture programs? Choose all that apply:**
 - a. Lack of information
 - b. Lack of awareness about volunteer opportunities
 - c. Language barriers
 - d. Lack of programs that fit my interests / areas of expertise
 - e. Other (Please explain)

5. **At the UNA, we love hosting community events. Please tell us which UNA community events you have attended. Choose all that apply:**
 - a. Neighbours Day

- b. Easter
- c. Halloween
- d. Family Day
- e. Mother's Day
- f. Seniors BBQ
- g. Halloween/Pumpkin Carving
- h. Winter Carnival / Winter Fair
- i. Lunar New Year
- j. BC Youth Week / Youth Mentorship Lunch
- k. Indigenous Peoples/Community Awareness Day
- l. Canada Day / Multicultural Awareness
- m. Diwali
- n. Christmas
- o. All of the above
- p. None of the above

6. How satisfied are you with UNA community events?

Very Satisfied Somewhat Satisfied Somewhat Dissatisfied Very Dissatisfied Did Not Attend

- a. Neighbours Day
- b. Easter
- c. Halloween
- d. Family Day
- e. Mother's Day
- f. Seniors BBQ
- g. Halloween/Pumpkin Carving
- h. Winter Carnival / Winter Fair
- i. Lunar New Year
- j. BC Youth Week / Youth Mentorship Lunch
- k. Indigenous Peoples/Community Awareness Day
- l. Canada Day / Multicultural Awareness
- m. Diwali
- n. Christmas
- o. Other (Please Specify)

7. Do you have any suggestions for new events that the UNA should consider?

8. Have you participated in any of the following University Neighbourhoods Association (UNA) recreation and culture programs? Choose all that apply:

- a. Sports (e.g., Drop-in basketball, volleyball, table tennis and pickleball)
- b. Group Fitness Classes (e.g., Yoga, Pilates, and Spin)
- c. Martial Arts
- d. Visual Arts

- e. Performing Arts Classes (e.g., Dance, Music, and Theatre)
- f. Education and culture programs
- g. Early childhood play programs
- h. Board game and social programs
- i. Newcomers and other social groups
- j. Community Events
- k. None
- l. Other (Please specify)

9. How do you decide if you will participate in UNA recreation and culture programs? Choose all that apply:

- a. Affordability/cost of programs and activities
- b. Program times
- c. Quality of programs
- d. Variety of programs
- e. Quality of Instruction
- f. Ease of registration
- g. Cleanliness of facilities
- h. Staff are knowledgeable and able to answer questions
- i. Staff are approachable
- j. Available/free and secure parking for vehicles, bicycles, strollers, and other modes of transportation
- k. Ease of access to building e.g., well-lit sidewalks, controlled intersections
- l. Other (Please explain)

10. What if anything prevents you from participating in UNA recreation and culture programs? Choose all that apply:

- a. Cost to participate (registration fees, equipment)
- b. Inconvenient program times
- c. Lack of interest in programs offered
- d. Other, better or more appealing opportunities elsewhere
- e. Quality of instruction
- f. Unaware of opportunities.
- g. Registration system
- h. Poor/inadequate facilities
- i. Approachability of staff
- j. Feelings or lacking the skills and/or comfort level to participate
- k. Not feeling welcome
- l. Language barriers
- m. Lack of available/free and secure parking for vehicles, bicycles, strollers, and other modes of transportation
- n. Physical accessibility barriers
- o. Lack of child-minding
- p. Other (Please explain)

11. How satisfied are you with UNA recreation and culture programs?

Very Satisfied Somewhat Satisfied Somewhat Dissatisfied Very Dissatisfied Not Applicable

- a. Sports (e.g., Drop-in basketball, volleyball, table tennis and pickleball)
- b. Group Fitness Classes (e.g., Yoga, Pilates and Spin)
- c. Martial Arts
- d. Visual Arts
- e. Performing Arts Classes (e.g., Dance, Music, and Theatre)
- f. Education and culture programs
- g. Early childhood play programs
- h. Board game and social programs
- i. Newcomers and other social groups
- j. Other (Please specify)

12. Below is a list of current UNA recreation and culture programs. When thinking about the next five years, which do you think should be UNA priorities? You can choose up to five:

- a. Sports (e.g., Drop-in basketball, volleyball, table tennis and pickleball)
- b. Group Fitness Classes (e.g., Yoga, Pilates, and Spin)
- c. Martial Arts
- d. Visual Arts
- e. Performing Arts Classes (e.g., Dance, Music, and Theatre)
- f. Education and culture programs
- g. Early childhood play programs
- h. Board game and social programs
- i. Newcomers and other social groups
- j. Community Events
- k. None
- l. Other/not currently offered (Please explain)

About YOU

13. Our aim is to ensure we speak to community members who represent the diversity that makes the University Neighbourhoods so special. If you don't mind sharing the following information with us, please let us know which of the following apply to you. Choose all that apply:

- a. Member of a family with a child/children under 5 years of age
- b. A member of UBC Faculty/Staff
- c. A senior (65 and over)
- d. High school student
- e. University student

- f. Self-employed
- g. Part-time employee
- h. Full-time employee
- i. Full-time parent
- j. Retired
- k. Recent immigrant to Canada (in the last 2 years)
- l. Recently moved to University Neighbourhoods Association (in last two years)
- m. Identify as BIPOC (Black, Indigenous, and People of Colour)
- n. Identify as LGBTQIA+ (Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersex, Asexual...)
- o. Speak a language other than English in your home
- p. None of the above
- q. I'd rather not say

14. What language(s) do you speak at home? Choose all that apply:

- a. Arabic
- b. Cantonese
- c. Dutch
- d. English
- e. Farsi
- f. French
- g. German
- h. Hindi
- i. Italian
- j. Japanese
- k. Korean
- l. Mandarin
- m. Portuguese
- n. Punjabi
- o. Spanish
- p. Tagalog
- q. Other (Please specify)

15. How old are you?

- a. Under 25
- b. 25 - 34
- c. 35-44
- d. 45-54
- e. 55-64
- f. 65 and over
- g. Prefer not to say

16. What is your primary employment status?

- a. Prefer not to say
- b. Student – high school
- c. Student - university
- d. Self-employed
- e. Part-time employee

- f. Full-time employee
 - g. Full-time parent
 - h. Retired
 - i. In transition
 - j. Other (Please specify)
- 17. Which University Neighbourhood or designated building do you live in?**
- a. Central Building
 - b. Chancellor Place
 - c. East Campus
 - d. Focal Building
 - e. Hampton Place
 - f. Hawthorn Place
 - g. Wesbrook Place
 - h. Outside of the University Neighbourhoods (Please specify)
- 18. How long have you lived in the University Neighbourhoods?**
- a. Less than 1 year
 - b. 1-2 years
 - c. 3-6 years
 - d. 7 years or more
 - e. I don't live in the University Neighbourhoods
- 19. What is your preferred method of receiving information about UNA recreation and culture programs and community events? Choose all that apply:**
- a. Friends, family and community members
 - b. UNA staff
 - c. Website (myuna.ca)
 - d. E-newsletter
 - e. UNA Recreation Guide
 - f. Facebook
 - g. Twitter
 - h. Instagram
 - i. YouTube
 - j. TikTok
 - k. Non-English social media e.g., WeChat, Viber, and KakaoTalk (Please specify)
 - l. Other (Please specify)

Thank you for taking part in the UNA recreation and culture programming review. We appreciate the feedback.

