



MINUTES

PRESENT:

Richard Watson – Chair
Bill Holmes
Eagle Glassheim
Fei Liu
Jane Kang
Murray McCutcheon

UBC MEMBERS:

Carole Jolly

STAFF:

Athena Koon – Interim Co-Chief Administrative Officer & Finance Manager
Wegland Sit – Interim Co-Chief Administrative Officer & Operations Manager
Chris Hakim – Corporate Services Specialist
Dave Gillis – Recreation Manager
Emmanuel Samoglou – Communications Specialist
Glenda Ollero – Communications Manager
Sai Karnam – Communications Specialist

A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:31 p.m.

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

B. APPROVAL OF AGENDA

The Board approved two amendments to the agenda: first, that all resolutions in the circulated agenda be edited to have the verbs following “THAT the Board ...” be in the subjunctive mood (e.g. “approve”, not “approves”); and second, that an agenda item be added under Item G regarding a letter of support for a proposed project on disaster resilience hubs for UBC campus communities.

MOVED by the Chair

SECONDED by Director McCutcheon

THAT the Board approve the November 21, 2023 agenda, as amended.

CARRIED



C. APPROVAL OF MINUTES

MOVED by the Chair

SECONDED by Director Holmes

THAT the Board approve the October 17, 2023 minutes, as circulated.

CARRIED

D. DELEGATIONS

1. Walk Your Wheels: Pedestrian Safety on Sidewalks

Lena Bellamy and Hannah Tregidgo presented the presentation contained in the meeting package, followed by questions from the Board.

E. EXTERNAL REPORTS & PRESENTATIONS

1. Campus and Community Planning Report

Carole Jolly, UBC Director of Community Development and Engagement, presented the report contained in the meeting package, followed by questions from the Board.

2. Electoral Area A Monthly Report

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

F. REPORTS

1. November 2023 Management Report

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

2. 6-Month Report: Recreation and Culture Programming Review

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

3. Climate Adaptation Preparedness in Public Spaces

The Interim Co-Chief Administrative Officer & Operations Manager presented the report contained in the meeting package, followed by questions from the Board.

4. Finance & Audit Committee Update

- a. Fiscal 2024/25 Draft UNA Budget

The Interim Co-Chief Administrative Officer & Finance Manager presented the report contained in the meeting package, followed by questions from the Board.

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The Board recessed at 7:09 p.m. and reconvened at 7:28 p.m.

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MOVED by Director Holmes

SECONDED by Director Liu

THAT the Board direct staff to invite input from residents on the first draft of the UNA's operating and capital budgets for 2024/25.

CARRIED

b. 2023/24 Q2 Financial Results Report

The Interim Co-Chief Administrative Officer & Finance Manager presented the report contained in the meeting package, followed by questions from the Board.

5. Governance & Human Resources Committee Update

a. Update to Board Rules of Procedure and CAO Policy

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

The Board approved clarificatory changes to the amendments to the Board Rules of Procedure and the CAO Powers, Duties, and Functions Policy (#01-15).

MOVED by the Chair

SECONDED by Director Holmes

THAT the Board approve the amendments to the Board Rules of Procedure and the CAO Powers, Duties, and Functions Policy (#01-15), as amended.

CARRIED

b. UNA Records Management Policy

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

The Board approved editorial changes to the proposed policy.

MOVED by the Chair

SECONDED by Director Holmes

THAT the Board approve the proposed UNA Records Management Policy (#01-17), as amended.

CARRIED

6. Neighbours Agreement Committee Update

Director Holmes provided a verbal report, followed by questions from the Board.

7. Community Engagement Advisory Committee Update

Director Kang provided a verbal report. No questions followed.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

1. Disaster Resilience Hubs for UBC Campus Communities

The Chair provided a verbal description of the agenda item topic, followed by questions from the Board.

MOVED by the Chair

SECONDED by Director Glassheim

THAT the Board write a letter of support for Dr. Jocelyn Stacey's grant application for the Campus as a Living Laboratory grant.

CARRIED

I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director McCutcheon

THAT the Board adjourn into a closed session to discuss the appointment of individuals other than Directors to, or removal from, a committee, working group, or other body, 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 8:25 p.m.

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