



**PRESENT:**

Richard Watson – Chair  
Cristina Initchi  
Tor Album  
Terry Mullen

Bill Holmes  
Jane Kang  
Carole Jolly

**Regrets:**

Murray McCutcheon

**STAFF:**

Andrew Clements – Interim Co- Executive Director  
Wegland Sit - Interim Co- Executive Director  
Morgan Chung – Finance Manager  
Glenda Ollero – Communications Manager  
Shelley Milne – Board Secretary

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**CALL TO ORDER**

The meeting was called to order at 5:30 PM. The Board Chair introduced a motion to approve that the meeting be held by video conference in light of the COVID19 situation. **Motion:** It was moved that the March 17, 2020 meeting of the UNA Board by electronic means be permitted on the grounds that such participation is deemed by the Directors to be in the best interests of the UNA and is convenient. **Approved**

1. **AGENDA - Motion:** It was moved that the Board approve the March 17, 2020 meeting Agenda, subject to adding as the first item under Reports: “UNA Response to COVID19”. **Approved.**

**PRESENTATIONS**

**STAFF SERGEANT CHUCK LAN, RCMP –** The Chair advised that Staff Sergeant Lan was unable to attend the meeting and may be scheduled for a future meeting. Staff Sergeant Lan will also provide an information package for Directors.

**CAMPUS & COMMUNITY PLANNING REPORT–** Celene Fung was unable to attend the Meeting. There were no questions with respect to the Report.

2. **MINUTES - Motion:** It was moved that the Board approve the Minutes of the February 18, 2020 Meeting, as presented. **Approved.**



### 3. REPORTS

- a. **RESPONSE TO COVID19** – Interim Co-Executive Director Clements briefed the Board on UNA’s response to the COVID19 situation including office and facilities closures and the potential financial impacts resulting therefrom. Further information will be provided as more information becomes available. Interim Co-Executive Director Sit responded to a question about the Bean Around the World (“BATW”) tenancy and indicated that he would be following up with the owner of BATW for an update. The Board acknowledged the effective and quick actions of management in responding to the crisis.
  - b. **BUDGET SUBMISSION TO UBC** – The Finance Manager provided an update on the status of the Budget Submission to UBC. The process is on track for submission to UBC by the deadline of March 31, 2020.
4. **Q3 – 2020 INTERIM CO-ED REPORT** – Strategic Plan, Operations and Q3 - 2020 Financial Report – Interim Co-Executive Director Clements highlighted areas in the Plan that are going well, including measures to ensure financial sustainability with respect to core services, the development of a compensation policy and the development of a robust IT platform including Microsoft Outlook which made today’s electronic meeting possible. Areas requiring more attention include clarifying and strengthening the relationship between UNA, UBC and UBC Properties Trust under the Governance Section of the Plan and the development of SharePoint technology as an employee information repository.
5. **COMMUNITY CENTRE RENTAL POLICY** - Interim Co-Executive Director Clements presented the revised Policy and responded to questions respecting the process to evaluate rental requests and the requirement for media to obtain written consent to attend an event. **Motion:** It was moved that the Board approve the Community Centre Rental Policy as proposed subject to inserting a mechanism for the Recreation Manager to bring sensitive requests to the Board for discussion and excluding the Campus Resident from the media written consent requirement. **Approved.**
6. **GOVERNANCE & HUMAN RESOURCES COMMITTEE REPORT - Chief Administrative Officer Recruitment Update** – The Chair provided an update on the status of the recruitment effort. It was noted that the Committee will be using the position description approved by the Board to vet candidates and expects to have candidates with a variety of backgrounds and interpersonal skills to present to the Board for consideration.
7. **BY-LAWS UPDATE** –
- A. Bylaw Working Group
  - B. UNA Negotiating Committee
  - C. UNA Working Group

Director Mullen who chairs all 3 of these groups provided an update. The Board discussed the level of review by management and it was noted that the former UNA Executive Director had worked with the groups as the amendments and related documents were being developed prior to her departure and that UNA legal counsel had also been involved in the past.



**Motion:** It was moved that the Board receive the final work product of the UNA Bylaw Working Group – Phase 2, namely the proposed UNA Constitution and Bylaws, version 7a.  
**Approved**

**Motion:** It was moved that the Board approve for a vote by UNA members the UNA Constitution and Bylaws, version 7a, subject to the condition precedent that UBC unconditionally agrees to enter into the Neighbours' Agreement 2020, version 17.

**Approved**

*Directors Jolly, Album and Initchi abstained.*

**Motion:** It was moved that pursuant to Bylaw 6.8, the Board delegates to the UNA Bylaw Working Group – Phase 2 the power to agree on behalf of the Board to minor revisions to the UNA Constitution and Bylaws, version 7a. **Approved**

*Director Jolly abstained.*

**Motion:** It was moved that the Board receive the final work product of the Working Group – AMS, which work was taken over by the UNA Negotiating Committee, namely the proposed UNA–AMS Memorandum of Agreement, version 4. **Approved**

**Motion:** It was moved that the UNA enter into the UNA–AMS Memorandum of Agreement, version 4, subject to the conditions precedent that:

(a) the UNA Constitution and Bylaws, version 7a, are approved by UNA members in a general meeting in substantially their form in that document, and

(b) UBC agrees unconditionally to enter into the Neighbours' Agreement 2020, version 17.

**Approved**

*Director Initchi abstained.*

**Motion:** It was moved that pursuant to Bylaw 6.8, the Board delegates to the Negotiating Committee the power to agree on behalf of the Board to minor revisions to the UNA–AMS Memorandum of Agreement. **Approved**

*Directors Initchi and Album abstained.*

**Motion:** It was moved that the Chair of the UNA Negotiating Committee immediately advise UBC of the adoption of the preceding motion and take such steps and provide such assistance as is desirable to assist UBC in its consideration of the UNA–AMS Memorandum of Agreement, version 4. **Approved**

*Directors Initchi and Album abstained.*

It was agreed that the following motion would be moved to the closed session:

**Moved** that if the Negotiating Committee or the UNA Bylaw Working Group – Phase 2 exercises any of the powers granted to it by the foregoing motions or by a similar motion in the closed portion of the Board meeting, each motion adopted by the Board in the open or closed portion of the meeting that refers to the affected documents shall apply with respect to the documents as revised.



The Board Chair thanked the members of the 3 groups on behalf of the Board for their work with respect to the UNA Constitution and Bylaws, the Neighbours' Agreement and the UNA-AMS Memorandum of Agreement.

8. **PRIVACY POLICY** - Interim Co-Executive Director Sit presented the policy. **Motion:** It was moved that the Board approve the University Neighbourhoods' Association Community Privacy Policy, as submitted subject to the correction of grammatical errors and appoint Wegland Sit as Privacy Officer. **Approved.**
9. **COMMUNITY CENTRES CLOSURE** - Perfectmind Staff Training – Interim Co-Executive Director Clements advised that options for delivering training will be explored in light of the Community Centre closures.
10. **APPOINTMENT OF BOARD SECRETARY – Motion:** It was moved that effective immediately, the appointment of Murray McCutcheon as Board Secretary is revoked, and Bill Holmes is appointed as Board Secretary in his place. **Approved**

**ADJOURNMENT** - The meeting adjourned at approximately 7:15 PM.

*The Board moved to Closed Session.*