



## MINUTES

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### PRESENT:

Richard Watson – Chair  
Bill Holmes  
Carole Jolly  
Terry Mullen

Murray McCutcheon  
Jane Kang  
James Heth  
Kalith Nanayakkara

### STAFF:

Sundance Topham – Chief Administrative Officer  
Andrew Clements – Recreation Manager  
Wegland Sit – Operations Manager  
Glenda Ollero – Communications Manager  
Athena Koon – Finance Manager  
Marta Mikolajczyk – Administrative Assistant

### REGRETS:

None

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## A. CALL TO ORDER

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

The Board Chair acknowledged that the meeting was held online, but regularly meets on the unceded traditional territory of the Musqueam people.

## B. APPROVAL OF AGENDA

**Motion:** That the Board approve the January 19, 2021 Meeting Agenda as circulated.  
**Carried.**

## C. APPROVAL OF MINUTES

**Motion:** That the Board approve the December 15, 2020 Minutes, as circulated.  
**Carried.**

**Motion:** That the Board approve the January 5, 2021 Special Meeting Minutes as Circulated.  
**Carried.**

## D. DELEGATIONS

None

## E. EXTERNAL REPORTS AND PRESENTATIONS

### 1. Electoral Area A Report

Electoral Area A Director, Jen McCutcheon provided a brief verbal update highlighting the next engagement session focus - Coping, connecting and community during a



pandemic, as well as plans for discussions with the Ministry of Transportation concerning provincial transportation issues.

*Director Mullen joined the meeting at 5:43 pm.*

2. Campus and Community Planning Report

Celene Fung referred Directors to the report provided at the meeting summarizing upcoming local events. No comments or questions were offered.

## F. REPORTS

1. Management Report

The CAO and management team provided brief verbal summaries of their respective reports highlighting budget preparations, updated Covid-19 Safety Plan, East Mall/Eagles Drive Pedestrian Crossing Upgrade Project, and 2019-2020 Annual Report Distribution.

The report was received for information.

2. Third Quarter Workplan Update

The CAO provided a brief summary stating that budgeting, governance and Covid -19 operational implications were the main areas of staff focus during the quarter.

The report was received for information.

## G. UNFINISHED BUSINESS

1. Board Procedural Working Group

Director Holmes presented the revised copy of the UNA Board Procedural Rules, and moved the following:

**Motion:**

THAT the board revoke its approval in principle of the Board Procedures Policy, and approve the proposed Board Rules of Procedure attached to the report included with this agenda effective when the UNA bylaws approved at the September 30, 2020 Special General Meeting take effect.

**Carried.**

## H. NEW BUSINESS

1. Community Engagement Advisory Committee Terms of Reference

Director Kang provided an overview of the proposed substantive changes to the Term of Reference approved at the November 17, 2020 board meeting.

Director Kang moved the following:



**Motion:**

THAT the Board approve the amendments to the Terms of Reference for the Community Engagement Advisory Committee marked on the blacklined version of the Terms of Reference included with this report.

**Carried.**

The Chair moved the following:

**Motion:**

THAT the Board extend the deadline for submitting applications for membership on the Community Engagement Advisory Committee to February 1, 2021.

**Carried.**

2. Auditor Proposal Report

The Chair referred to the report included with the agenda and moved the following:

**Motion:**

THAT a motion approving Johnsen Archer LLP as the UNA's Auditor be placed on the agenda for the next annual general meeting.

**Carried.**

**I. ADJOURNMENT**

The Chair moved the following:

**Motion:**

That the Board adjourn into a Closed Session to discuss dealings with other entities or persons where disclosure of the information being discussed may compromise the relationship of the Association with them or its relationship with its stakeholders.

**Carried.**

The meeting adjourned at 6:54 p.m.

*The Board moved to a Closed Session.*