



## MINUTES

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### PRESENT:

Richard Watson – Chair  
Bill Holmes  
Carole Jolly  
Terry Mullen

Murray McCutcheon  
Jane Kang  
James Heth

### 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:

Kalith Nanayakkara

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## A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:30 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 February 16, 2021 Meeting Agenda as circulated.  
**Carried.**

## C. APPROVAL OF MINUTES

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

## D. DELEGATIONS

1. David Eby, MLA for Vancouver-Point Grey

David Eby provided an update to the board highlighting provincial focus on Covid-19 recovery, refined criteria for provincial government grants for businesses, immunization plans, and TransLink expansion initiatives.

2. Nobel Park Update – UBC Athletics

James Tait, Senior Manager and Kavie Toor Managing Director of Athletics & Recreation summarized a presentation to the board reiterating the reasons behind the Nobel Park project and outlining key design concepts and considerations.



The Chair moved the following:

**Motion:**

THAT the board endorse the approval of the pending Development Permit application subject to no significant deviation from the concept design and Location present today.

**Carried.**

## E. EXTERNAL REPORTS AND PRESENTATIONS

### 1. Electoral Area A Report

Electoral Area A Director, Jen McCutcheon, provided a brief verbal update highlighting the TransLink expansion of Battery-Electric bus fleet, as well as the upcoming February 22, 2021 Engagement Session addressing coping with mental health consequences of Covid-19.

### 2. Campus and Community Planning Report

Celene Fung provided a brief verbal update highlighting the completion of the UBC climate emergency engagement process by the Climate Emergency Task Force (CETF).

## F. REPORTS

### 1. Management Report

The management team offered a summary of departmental initiatives highlighting budgetary and policy work, enhanced UNA Parking and UNA Membership Application page launch, and Racial Bias/Intercultural Awareness training for the Board, Management and Staff proposed to take place in March.

### 2. Finance Committee Update

#### a. 2021-22 Budget – Final

The Finance Manager presented the final 2021-22 UNA Budget to the Board, stating that no feedback has been received from public consultation.

Director Holmes moved the following:

**Motion:**

THAT the Board approve the attached draft 2021-22 UNA Budget and direct staff to submit the budget to the UBC Board of Governors for information.

**Carried.**

#### b. 3rd Quarter Financial Report

The Finance Manager provided an overview of the 3<sup>rd</sup> Quarter Financial Report highlighting the finalization of the Neighbours Levy adjustment and underlining that overall expenditures will reflect fully in the Q4 report.

#### c. Neighbours' Fund Audited Statement

The Finance Manager presented the audited statement included in the agenda. The board held a brief discussion re UBC presentation of the statements at the Annual General Meeting and the role of the UNA vis-à-vis the Neighbours' Fund.



3. Governance and Human Resources Update

a. Delegation Policy Report

The CAO introduced the revised Delegation Policy underlining authority with respect to spending of UNA funds, contracting, plus legal and insurance matters. Director Holmes reiterated the need for a formal Chief Administrative Office Policy and reinforced that the Delegation Policy is a document that can be amended at board's consideration.

The Chair moved the following:

**Motion:**

THAT the Board revoke Director's and Executive Director's Spending Policy #05-5 and approve the proposed Delegation of Authority Policy.

**Carried.**

The Chair proceeded to move the following:

**Motion:**

THAT the Board direct the Chief Administrative Officer to work with Director Holmes and the Governance and Human Resources Committee to develop a Chief Administrative Officer Policy for Board consideration.

**Carried.**

4. Bean Around The World – Dedicated Washroom

The Operations Manager provided a verbal update noting that the Fire Prevention Office and UBC Chief Building Official conditionally approved a security barrier on a trial basis during the pandemic, with a potential of continuation if there are no reported issues.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

None

**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; personal information of an individual; and human resource issues.

**Carried.**

The meeting adjourned at 7:04 p.m.

*The Board moved to a Closed Session.*