



## MINUTES

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### PRESENT:

Richard Watson – Chair  
Bill Holmes  
Terry Mullen

Murray McCutcheon  
Jane Kang

### UBC OBSERVERS:

Carole Jolly  
James Heth

### AMS REPRESENTATIVE:

Saad Shoaib

### STAFF:

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

### GUESTS:

Kate Norris – Senior Manager, Johnsen Archer LLP

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## A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:35 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

The Chair requested that 7 p.m. be called the stated hour to accommodate the auditors' availability to present item F.12, after which regular business is to be resumed.

**Motion** by Chair:

THAT the Board approve the July 20, 2021 Meeting Agenda as modified.

**Seconded** by Director Holmes.

**Carried.**

## C. APPROVAL OF MINUTES

**Motion** by Chair:

THAT the Board approve the June 15, 2021 Minutes, as circulated.



Director Holmes requested that item F.4 be corrected to state that Director Holmes provided the update.

**Motion** by Chair:

THAT the Board approve the June 15, 2021 Minutes, as modified.

**Seconded** by Director Holmes.

**Carried.**

**Motion** by Chair:

THAT the Board approve the June 28, 2021 Special Meeting Minutes, as circulated.

**Seconded** by Director Holmes.

**Carried.**

#### **D. DELEGATIONS**

1. Dog Bite Bylaw

UNA residents Stephen Pannuto and Robyn Pitman provided a verbal presentation to Board.

**Motion** by Director Mullen:

To direct Staff to report back to the Board on what steps can be taken to control dogs within the UBC neighbourhoods.

**Seconded** by Director Holmes.

**Carried.**

#### **E. EXTERNAL REPORTS AND PRESENTATIONS**

1. UBC RCMP Detachment Update

Sergeant Chuck Lan provided a verbal update to the Board.

2. Electoral Area A Report

Electoral Area A Director Jen McCutcheon, presented the July 2021 report.

3. Campus and Community Planning Report

The Board received the July 2021 report for information.

#### **F. REPORTS**

1. Management Update

The Management Report was presented for information.

2. 2021-22 UNA Staff Work Plan – First Quarter Update

The CAO presented the 2021-22 UNA Staff Work Plan quarterly update for information.

3. 2020 and 2021 Annual General Meetings Final Documents



**Motion** by Chair:

THAT the Board approve the 2020 Notice of AGM and Proxy Form as amended.

**Seconded** by Director Holmes.

**Carried.**

THAT the Board approve the 2021 Notice of AGM and Proxy Form as amended.

**Seconded** by Director Holmes

**Carried.**

4. 2021 UNA Election Planning

**Motion** by Chair:

THAT the Board approve the attached ballot for use in the 2021 UNA Director elections.

**Seconded** by Director Holmes

**Carried.**

**Motion** by Chair:

THAT the Board approve the attached “How to Vote” document.

**Seconded** by Director McCutcheon.

**Carried.**

5. 2021 Release of Membership Data

**Motion** by Chair:

THAT the Board confirm in accordance with Section 25 (1) of the Societies Act, that members’ right to inspect the UNA’s register of members is restricted on the basis that inspection would be harmful to the UNA and to the privacy and other interests of its members.

**Seconded** by Director Holmes.

**Carried.**

**Motion** by Chair:

THAT the Board further resolve that a candidate for election to the UNA Board (each a Candidate”) may, upon application under section 25(3) of the Societies Act, be granted, temporary possession and use of electronic information containing a copy of the members’ register, listing each member and their name, mailing address, email and phone number, if available, on condition that: (a) the electronic information will be returned to the UNA within 3 days of the end of the election; (b) the members’ information will only be used for the purposes of legitimate election campaigning; and (c)



all electronic and paper copies of the members' information will be deleted promptly upon the conclusion of the election.

**Seconded** by Director McCutcheon.

**Carried.**

**Motion** by Chair:

THAT the Board further resolves that a communication will be issued to all members of the UNA inviting members to, by notice to the Society, elect not to have their email contact information shared with Candidates, and that the UNA shall not share with Candidates such email contact information of a member who objects.

**Seconded** by Director Mullen. (*Director Mullen and Holmes opposed*)

**Carried.**

*Kate Norris joined the meeting.*

6. Audited Financial Statements

Kate Norris of Johnsen Archer LLP presented the Audited Financial Statements to Board.

**Motion** by Director Holmes

That the Board approve the UNA's financial statements for the year ended March 31, 2021 and that the Chair be authorized to sign the financial statements on behalf of the Board to confirm that approval has been given.

**Seconded** by Director Kang

**Carried.**

7. UNA-AMS Balloting Box

The AMS Designated Student presented his report to the Board.

8. Land Use Advisory Committee Update

The Communications Manager presented the report to the Board.

9. Community Engagement Advisory Committee Update

a. June 1, 2021 CEAC Approved Minutes

The Minutes were received for information.

b. Work Plan 2021-2023

**Motion** by Director Kang:

THAT the UNA Board approve the attached 2021-2023 Community Engagement Advisory Committee Work Plan.

**Seconded** by Director Holmes.

**Carried.**

10. Finance Committee Update

a. Neighbourhood Levy For 2021-22

The Finance Manager presented the Neighbourhood Levy For 2021-22 report for information.

11. UNA Taxation Working Group

**Motion** by Director Holmes.

THAT the UNA Taxation Working Group be disbanded.

**Seconded** by Director McCutcheon

**Carried.**

12. Neighbours' Agreement Committee

Director Holmes provided a verbal update to the Board.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

None

**I. ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.