



**ANNUAL GENERAL MEETING
NOVEMBER 6, 2019
MINUTES**

Minutes of the University Neighbourhoods Association (UNA) 2019 Annual General Meeting (AGM) held at 7:00 p.m. on Wednesday, November 6, 2019 at the Wesbrook Community Centre, 3335 Webber Lane, Vancouver, BC.

PRESENT:

Ying Zhou, Elected Resident Director (Chair)
Laura Cottle, Elected Resident Director (Secretary)
Matthew Delumpa, Elected Resident Director (Treasurer)
Richard Alexander, Interim Resident Director
Terry Mullen, Elected Resident Director
Tor Album, UBC-Appointed Director
Carole Jolly, UBC-Appointed Director
Cristina Ilnitich, AMS Director

ALSO PRESENT:

Steve Bow, Assistant to the Comptroller, UBC Finance
Andrew Clements, Interim Co-Executive Director
Morgan Chung, UNA Finance Manager
Glenda Ollero, Communications Manager
Wegland Sit, Interim Co-Executive Director

CALL TO ORDER

Ying Zhou, UNA Board Chair, called the meeting to order at 7:02 p.m. and welcomed residents to the 2019 AGM.

The Chair acknowledged that the AGM was being held on the ancestral and unceded territory of the Musqueam people.

The Chair introduced staff members and candidates standing for election to the UNA Board of Directors present at the AGM.

A. INTRODUCTION TO THE ANNUAL GENERAL MEETING

1. Review of Meeting Procedure

The Chair reviewed the meeting procedure, noting that per Bylaw 4.4, a quorum is 10 members and declared that a quorum was present.

2. Motion to Adopt the Agenda

IT WAS MOVED

THAT the agenda of the November 6, 2018 Annual General Meeting be accepted, as circulated.

CARRIED

3. Motion to Accept the November 1, 2018 AGM Minutes

IT WAS MOVED

THAT the Minutes of the November 1, 2018 Annual General Meeting be accepted, as circulated.

CARRIED

4. Items Arising from the Minutes

There were no items arising from the November 1, 2018 AGM minutes.

5. Chair's Report, Ying Zhou

The Chair noted that the UNA mission and vision were developed in 2018 as part of the development of the 2018–2021 Strategic Plan. The process to achieve the strategic plan direction and goals over the next three years and key accomplishments in the past fiscal year was reviewed.

The Chair expressed appreciation to the community volunteers for their contribution to the success of the UNA initiatives over the past year.

The Chair and staff responded to questions from members regarding:

- Parking issues at Hampton place
- Outstanding issues that are delaying implementation of the Bylaw amendments – voting on the amendments will require a Special General Meeting to be held in 2020
- Concerns that the landscaper's practices create a fire risk
- UBC's proposed tipping fee for compostable materials.

6. Treasurer's Report, Matthew Delumpa

Matthew Delumpa, Treasurer, provided the Treasurer's Report including an explanation of the calculation of the UBC service levy and review of the allocation of the 2018–2019 operating budget and actual expenditures.

Steve Bow, Assistant to the Comptroller, UBC Finance, provided a review of the use of the funds collected through the UBC special levy and the balance in the reserve fund.

Messrs. Bow and Delumpa responded to questions from members regarding:

- Actions being taken to address the annual structural deficit
- Request that the auditor's report and notes be attached to the financial statements in future Annual Reports
- Request for information regarding the investment return being earned on the reserve fund
- Suggestion to invest the reserve fund with the UBC Pension Plan
- Concern that the timing of the 2019 AGM does not comply with the British Columbia *Societies Act*
- Concern regarding the delay in distribution of the annual audited financial statements to residents
- Request that annual and quarterly financial statements be posted to the UNA website in the future to allow ease of access by residents.

7. Presentation of Audited Financial Statements for the Fiscal Year Ended March 31, 2019, Matthew Delumpa and Auditors

The Treasurer advised that the external auditor was not in attendance at the AGM to present the audited financial statements.

The Treasurer responded to residents' concerns with reappointing an auditor who was not present at the AGM.

Main Motion

IT WAS MOVED

That the UNA membership appoint Chartered Accountants Johnsen Archer LLP to audit the financial statements of the University Neighbourhood Association for its fiscal year ending March 31, 2020.

Amendment to the Main Motion

IT WAS MOVED AND SECONDED

That the UNA membership appoint Chartered Accountants Johnsen Archer LLP to audit the financial statements of the University Neighbourhood Association for its fiscal year ending March 31, 2020, subject to receipt of adequate explanation for its absence at the 2019 Annual General Meeting.

DEFEATED

Question on the Main Motion

IT WAS MOVED

That the UNA membership appoint Chartered Accountants Johnsen Archer LLP to audit the financial statements of the University Neighbourhood Association for its fiscal year ending March 31, 2020,

CARRIED

The Board was requested to provide a strong statement to the auditor that the residents were unhappy with its absence from the 2019 AGM.

8. Co-Executive Directors' Report, Andrew Clements and Wegland Sit

Andrew Clements and Wegland Sit, Interim Co-Executive Directors, jointly provided an update on the progress toward achieving the 2019–2021 Strategic Plan during the 2018–2019 fiscal year.

Discussion ensued on:

- Concern regarding the protection of privacy of residents' contact information
- The need for the UNA to improve its governance processes and to ensure there are decision-making mechanisms that meet the needs of a growing community
- The need to engage as many residents in the UNA as possible
- Reasons for the variability in the composting requirements in different neighbourhoods.

B. QUESTION AND ANSWER PERIOD / OTHER BUSINESS

The residents expressed appreciation to outgoing Directors, Laura Cottle and Ying Zhou, for their service to the community.

The Chair presented a token of appreciation to departing Board Members, Laura Cottle and Richard Alexander.

Carole Jolly presented a token of appreciation to outgoing Chair, Ying Zhou.

C. ELECTION RESULTS AND RECORDING OF ELECTED DIRECTORS

Melvin Chin, Elections Officer, explained that Section 5.4(a) of the UNA Bylaws provides that "For more balanced representation, not more than three (3) Resident Directors may be resident in any single Local Area." Because the UNA currently has one continuing director from Hawthorn Place (Terry Mullen), in this election, only two candidates from Hawthorn Place can take seats on the Board. The other open seat must be represented by a candidate from Wesbrook Place.

Mr. Chin announced the election results:

- Murray McCutcheon, Hawthorn Place – 627 votes
- Richard Watson, Hawthorn Place – 594 votes
- Martin Guhn, Hawthorn Place – 469 votes
- Jane Kang, Wesbrook Place – 455 votes.

In accordance with the provisions of the UNA Bylaws, the slate of elected Directors for the period commencing November 6, 2019 is:

- Matthew Delumpa, Elected Resident Director
- Jane Kang, Elected Resident Director
- Murray McCutcheon, Elected Resident Director

- Terry Mullen, Elected Resident Director
- Richard Watson, Elected Resident Director
- Tor Album, UBC-Appointed Director
- Carole Jolly, UBC-Appointed Director
- Cristina Initchi, AMS Director.

D. MOTION TO ADJOURN

The 2019 AGM was adjourned by unanimous consent at 9:01p.m.