



## MINUTES

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### PRESENT:

Eagle Glassheim

Jane Kang

Murray McCutcheon

Fei Liu (remotely via Teams)

Bill Holmes

Ali Mojdehi

### UBC OBSERVERS:

Holly Shepherd

Carole Jolly

### STAFF:

Sundance Topham – Chief Administrative Officer

Wegland Sit – Operations Manager

Glenda Ollero – Communications Manager

Athena Koon – Finance Manager

Dave Gillis – Recreation Manager

Marta Mikolajczyk – Administrative Assistant

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### A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:32 p.m.

**Motion** by Director Holmes:

THAT Director McCutcheon chair this meeting.

**Seconded** by Director Glassheim.

**Carried.**

The Acting Chair acknowledged that the meeting was held on the unceded traditional territory of the Musqueam people.

The Acting Chair welcomed a new UBC Member Observer, Holly Shepherd.

### B. APPROVAL OF AGENDA

**Motion** by Director Holmes:

That the Board approve the July 19, 2022 Meeting Agenda.

**Seconded** by Director Glassheim.

**Carried.**

### C. APPROVAL OF MINUTES

**Motion** by Director Glassheim:

THAT the Board approve the June 21, 2022 Open Session Minutes.

**Seconded** by Director Kang.

**Carried**

### D. DELEGATIONS

1. UNA 2022-23 Campus Vision 2050 Fall Engagement

Joanne Proft, Associate Director, Community Planning, Campus and Community Planning and Madeleine Zammar, Manager, Engagement, Campus and Community Planning delivered a verbal summary of the UNA 2022-23 Campus Vision 2050 Fall Engagement report.

### E. EXTERNAL REPORTS AND PRESENTATIONS

1. Campus and Community Planning Report

Carole Jolly, Director of Community Development and Engagement at Campus and Community Planning presented the June 2022 report.

2. Electoral Area A Report

Electoral Area A Director, Jen McCutcheon September 2022 report was received by the Board.

### F. REPORTS

1. Revised Draft 2023-25 UNA Strategic Plan Presentation

**Motion** by Director Mojdehi:

THAT the Board approve the 2023-25 UNA Strategic Plan, as amended.

**Seconded** by Director Glassheim.

**Carried.**

2. Management Report

The Management Report was received by the Board.

3. UBCPT – Termination of Municipal Services Management

**Motion** by Director Holmes:

THAT the Board authorize the Chief Administrative Officer to execute the attached Notice of Termination for the 2012 UNA - UBCPT Contractor Agreement.

**Seconded** by Director Glassheim.

**Carried.**

4. Landscape Management Plan and Noise Review Update

The Operations Manager presented the report to the Board.

5. Campus Resident Replacement Option

**Motion** by Director Glassheim:

THAT the Board direct staff to move forward with the creation of a UNA Community Newspaper Policy and the hiring of a new Communications Specialist to support the newspaper and reinvigorate UNA social media channels.

**Seconded** by Director Kang.

**Carried.**

6. UNA Office Space Needs Assessment Implementation.

**Motion** by Director Holmes:

THAT the Board approve the attached Lease Extension Agreement for a 20-month extension of the UNA Administrative Office lease up to July 31, 2024 and authorize the Chair to execute the agreement.

**Seconded** by Director Glassheim.

**Carried.**

7. Sublicense Agreement – YMCA Before and After School Program

**Motion** by Director Holmes:

THAT the Board approve the attached Sublicense Agreement - UNA and YMCA - After School Care and authorize the Chair to execute the agreement.

**Seconded** by Director Kang.

**Carried.**

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**Motion** by Director Glassheim:

THAT the Board adjourn into a Closed Session to discuss dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests.

**Seconded** by Director Mojdehi.

**Carried.**

*The Board adjourned at 7:15 p.m. and moved into a Closed Session*

*The Open Session recommenced at 7:48 p.m.*

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8. Vista Point Childcare Facility Sublicence and Operating Agreement Modification and Second Extension.

**Motion** by Director Holmes:

THAT the Board approve the attached Childcare Facility Sublicence and Operating Agreement Modification and Second Extension and authorize the Chair to execute the agreement.

**Seconded** by Director Liu.

**Carried.**

9. Election Signage and the UNA.

The Chief Administrative Officer presented the report.

10. Finance Committee Update

- a. Fiscal 2022/23 Q1 Financial Result

The Finance Manager presented the report to the Board.

- b. Neighbourhood Levy and Fire Services Fee for 2022-23

The Finance Manager presented the report to the Board.

- c. Finance + Audit Committee Vice-Chair Appointment

**Motion** by Director Holmes:

THAT the Board appoint Director Mojdehi as the Vice Chair of the Finance and Audit Committee.

**Seconded** by Director Glasheim.

**Carried.**

- d. Investing Excess Cash

**Motion** by Director Holmes:

THAT the Board direct staff to invest \$700,000 excess cash to a 1-year term GIC.

**Seconded** by Director Kang.

**Carried.**

11. Governance & Human Resources Committee

a. Potential Electronic Voting Public Process

**Motion** by Director Glassheim.

THAT the GHR Committee be the locus of activity to prepare information (including community consultation recommendations to the UNA Board) for bringing forth electronic voting into UNA elections.

**Seconded** by Director Mojdehi.

**Carried.**

**Motion** by Director Holmes:

THAT the GHR Committee be the locus of activity to prepare information (including community consultation) for bringing forth electronic voting into the UNA elections cycle, and that the Committee make recommendations to the Board by its April 2023 meeting.

**Seconded** by Director Kang.

**Carried.**

12. Community Engagement Advisory Committee

a. Survey Analysis

Director Kang presented the report to the Board.

b. May 25, 2022 Approved Minutes

The Minutes were received by the Board.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

1. 2022.08.19 Letter from Michael White, Associate Vice President, Campus and Community Planning r.e. Campus Vision 2050

The letter was received by the Board.

2. Music in the Community

Director Holmes provided a verbal update followed by a brief discussion of the Board.

3. School Enrollment Issue

Director McCutcheon provided a verbal update followed by a brief discussion of the Board.

**I. ADJOURNMENT**

**Motion** by Director Glasheim:

THAT the Board adjourn into a Closed Session to discuss the approval of minutes for a closed session or restricted closed session of a Board meeting; and dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests.

**Seconded** by Director Mojdehi.

**Carried.**

The meeting adjourned at 8:39 p.m.