



UNIVERSITY
NEIGHBOURHOODS
ASSOCIATION

**UNA COMMUNITY ENGAGEMENT
ADVISORY COMMITTEE MEETING**

DATE: May 24, 2023

TIME: 4:30-5:30 P.M.

LOCATION: Hybrid Meeting |
Wesbrook Community Centre
Multipurpose Room / Zoom

AGENDA

<https://us06web.zoom.us/j/84624989602>

Meeting ID: 846 2498 9602

A. CALL TO ORDER

B. APPROVAL OF AGENDA

- **Motion:** THAT the Committee approve the May 23, 2023 agenda as circulated.

C. APPROVAL OF MINUTES

- **Motion:** THAT the Committee approve the April 12, 2023 minutes as circulated.
- **Attachment:** Draft Minutes (April 12, 2023)

D. ITEMS / REPORTS

1. Social Event Planning Update

- i. **Introduction** (Glenda Ollero, Staff Liaison)
- ii. **Discussion**
- iii. **Motion** (if any)

2. Newcomer's Guide Update

- i. **Introduction** (Glenda Ollero. Staff Liaison)
- ii. **Discussion**
- iii. **Motion** (if any)

E. ADJOURNMENT

- **Motion:** THAT this meeting of the CEAC be adjourned.



MINUTES

PRESENT:

Ali Mojdehi, Chair
Amer Abirafteh

Alice Bradley
Nidhi Raina

REGRETS:

Alexandra Bailey
Jane Kang

Paul Li
Michelle Niu

STAFF:

Glenda Ollero, Communications Manager

RECORDING SECRETARY:

Debbie Reimer, Mosaic Writing Group

A. CALL TO ORDER

Ali Mojdehi, Chair, called the University Neighbourhoods Association (UNA) Community Engagement Advisory Committee (CEAC) meeting to order at 4:39 p.m.

Agenda Varied

The order of the agenda was varied to consider Item D prior to Item B.

D. APPROVAL OF MINUTES

Draft minutes of the January 19, 2023 UNA CEAC meeting was provided with the agenda material.

It was moved (Ali Mojdehi) and seconded (Alice Bradley)

THAT the University Neighbourhoods Association Community Engagement Advisory Committee approves the January 19, 2023 minutes, as circulated.

Carried

Agenda Varied

The order of the agenda was resumed.

B. INTRODUCTION OF NEW MEMBERS

1. **New Appointment: Paul Li**

The member was not in attendance.

2. **New Appointment: Amer Abirafteh**

The Chair welcomed Amer Abirafteh as a new member of the UNA CEAC and led a round of self-introductions.

C. APPROVAL OF AGENDA

Draft agenda of the April 12, 2023 UNA CEAC meeting was provided with the agenda material.

It was moved (Ali Mojdehi) and seconded (Amer Abirafeh)

THAT the University Neighbourhoods Association Community Engagement Advisory Committee approves the April 12, 2023 agenda, as circulated.

Carried

E. ITEMS/REPORTS

1. Social Event Planning

i. Introduction

Glenda Ollero, Communications Manager, provided information regarding a UNA newcomers social event and the appointment of the new UNA Event Organizer, Ruta Zastite.

ii. Discussion

Discussion ensued on:

- Residents have requested social events
- Suggestions regarding social events:
 - Amend the start time of events to promote the inclusion of children
 - Schedule a regular quarterly social event:
 - Additional social events could be planned
 - Dates of quarterly meetings promoted simultaneously
 - Events to be open to all residents
 - Refreshments be provided
 - Include food and games in all events
 - Include an exit survey to obtain attendee feedback
- Potential social event themes:
 - Game night
 - Multi-cultural night
 - Director's barbecue
- Themes must encourage socialization of attendees
- A budget of \$5000.00 could be utilized:
 - Concern regarding the payment of a staff facilitator
- Concern regarding the safety of a potluck event.

It was moved (Ali Mojdehi) and seconded (Amer Abirafeh)

THAT the University Neighbourhoods Association Community Engagement Advisory Committee directs staff to:

1. Identify dates for up to four social events;
2. Identify policies regarding food and food safety;
3. Identify cost projections;
4. Identify possible locations; and
5. Report back.

Carried

2. 2023-2024 CEAC Meeting Schedule

Document titled "Community Engagement Advisory Committee (CEAC) 2023-2024 Meeting Schedule" was provided with the agenda material.

i. Introduction

The Chair reviewed the meeting schedule.

ii. Discussion

There was no discussion.

iii. Motion

It was moved (Ali Mojdehi) and seconded (Alice Bradley)

THAT the University Neighbourhoods Association (UNA) Community Engagement Advisory Committee (CEAC) approves the 2023-2024 UNA CEAC meeting schedule, as presented.

Carried

3. Newcomer's Guide

i. Introduction

The Communications Manager provided information regarding a newcomer's guide and noted that a St. John's College student would research information necessary for creating the newcomer's guide.

ii. Discussion

Discussion ensued on requirements for the newcomer's guide:

- The guide or portions of the guide can be printed from the website by viewers
- Engage professionals to translate the newcomer's guide
- The information is pertinent to new UNA residents.

F. ADJOURNMENT

The University Neighbourhoods Association Community Engagement Advisory Committee meeting adjourned at 5:40 p.m.