



## MINUTES

---

### **PRESENT:**

Eagle Glassheim – Chair  
Evan Luo – Secretary  
Jake Wiebe  
Michael Kerns  
Ronald Bourgeois  
Sandy Song (via videoconference)  
Yanbo (Paul) Li (via videoconference)

### **UBC MEMBERS:**

Carole Jolly  
Holly Shepherd

### **AMS DESIGNATED STUDENT:**

Ayesha Irfan

### **STAFF:**

Paul Thorkelsson – Chief Administrative Officer  
Athena Koon – Finance Manager  
Chris Hakim – Corporate Services Specialist  
Dave Gillis – Recreation Manager  
Glenda Ollero – Communications Manager  
Isabel Todorova – Sustainability Specialist  
Wegland Sit – Operations Manager

### **GUESTS:**

Jen McCutcheon – Electoral Area A Director  
Joanne Proft – Associate Director, UBC Campus and Community Planning  
Madeleine Zammar – Engagement Manager, UBC Campus and Community Planning

---

## **A. CALL TO ORDER**

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:34 p.m.

The Chair acknowledged that the UNA is situated on and that the meeting was being held on the traditional and unceded territories of the Musqueam people.

## **B. APPROVAL OF AGENDA**

**MOVED** by the Chair

**SECONDED** by Director Wiebe

*THAT the Board approve the January 21, 2025 open session agenda, as circulated.*



**CARRIED**

**C. APPROVAL OF MINUTES**

**MOVED** by the Chair

**SECONDED** by Director Luo

*THAT the Board approve the December 17, 2024 open session meeting minutes, as circulated.*

**CARRIED**

**D. DELEGATIONS**

None.

**E. EXTERNAL REPORTS & PRESENTATIONS**

1. Wesbrook Place Neighbourhood Plan Amendment Process Presentation

Joanne Proft, the Associate Director for UBC Campus and Community Planning, and Madeleine Zammar, the Engagement Manager for UBC Campus and Community Planning provided a presentation, followed by questions from the Board.

2. UBC Campus and Community Planning Report

Carole Jolly, the UBC Director of Community Development and Engagement, presented the report contained in the meeting package. No questions followed.

3. Electoral Area A Monthly Report

Jen McCutcheon, the Electoral Area A Director, presented a verbal report, followed by questions from the Board.

**F. REPORTS**

1. January 2025 Management Report

The Management team presented their respective reports contained in the meeting package, followed by questions and comments from the Board.

2. UNA Dog Park Public Consultation Report

The Operations Manager and the Sustainability Specialist presented the report contained in the meeting package, followed by questions and comments from the Board.

\* \* \* \*

*The Board recessed at 6:54 p.m. and reconvened at 7:12 p.m.*

\* \* \* \*

3. Road and Sidewalk Infrastructure Maintenance Report



The Operations Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

4. Finance & Audit Committee Update

a. Draft II FY2025/26 UNA Annual Budget Report

The Finance Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.

**MOVED** by Director Wiebe

**SECONDED** by Director Bourgeois

*THAT the Board approve the publication of the second draft of the FY2025/26 budgets for public consultation.*

**CARRIED**

b. FY2023/24 Neighbours Fund Financial Statements Report

The Finance Manager presented the report contained in the meeting package. No questions followed.

c. Neighbours Fund Investment Report

The Finance Manager presented the report contained in the meeting package, followed by a comment from the Board.

**MOVED** by Director Wiebe

**SECONDED** by Director Bourgeois

*THAT the Board direct staff to instruct UBC Treasury to invest \$3 million of the Neighbours Fund for a 3-year term.*

**CARRIED**

**G. UNFINISHED BUSINESS**

None.

**H. NEW BUSINESS**

None.

**I. ADJOURNMENT**

**MOVED** by the Chair

**SECONDED** by Director Wiebe

*THAT the Board adjourn into a closed session to discuss matters that are, or are related to, discussions and dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests; the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; the appointment of individuals other*



UNIVERSITY  
NEIGHBOURHOODS  
ASSOCIATION

**UNA BOARD OF DIRECTORS MEETING**  
**Open Session**

Tuesday, January 21, 2025  
Wesbrook Community Centre

*than Directors to, or removal from, a committee, working group, or other body; and the approval of minutes for a closed session or restricted closed session of a Board meeting.*

**CARRIED**

*The meeting adjourned into a closed session at 7:51 p.m.*

\* \* \* \*