



## MINUTES

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### **PRESENT:**

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

### **UBC MEMBERS: \**

David Chao  
Carole Jolly

### **AMS DESIGNATED MEMBER:**

Solomon Yi-Kieran

### **REGRETS:**

Jake Wiebe

### **STAFF:**

Paul Thorkelsson, Chief Administrative Officer  
Dave Gillis, Recreation Manager  
Sai Karnam, Communications Specialist  
Athena Koon, Finance Manager  
Glenda Ollero, Communications Manager  
Wegland Sit, Operations Manager

### **GUESTS:**

John Dustan, Strata President, Sandringham  
Maria Ezhova, Hampton Resident

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## **A. CALL TO ORDER**

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:31 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.

No conflicts of interest in relation to any items on the open session meeting agenda were declared.



**B. APPROVAL OF AGENDA**

**MOVED** by the Chair

**SECONDED** by Director Luo

*THAT the Board approve the September 15, 2025 open session agenda, as circulated.*

**CARRIED**

**C. APPROVAL OF MINUTES**

**MOVED** by the Chair

**SECONDED** by Director Bourgeois

*THAT the Board approve the July 22, 2025 open session meeting minutes, as circulated.*

**CARRIED**

**D. DELEGATIONS**

1. Boundary Trees at Sandringham Delegation

John Dustan, Strata President, Sandringham reviewed the document provided with the agenda material and responded to questions from the Board.

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*Director Kerns joined the meeting at 5:48 p.m.*

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2. Condition and Maintenance of Ash Trees in Hampton

Maria Ezhova, Hampton Resident, relayed concerns regarding overgrown ash trees in Hampton and requested replacement of the trees.

**E. EXTERNAL REPORTS & PRESENTATIONS**

1. UBC Campus and Community Planning Monthly Report

Carole Jolly, Director of Community Development and Transportation, UBC Campus and Community Planning presented the report contained in the meeting package followed by comments from the Board.

**F. REPORTS**

1. August and September 2025 Management Report

- a. Chief Administrative Officer Report
- b. Communications Report



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*Director Li joined the meeting at 6:08 p.m.*

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- c. Recreation Report
- d. Operations and Sustainability Report
- e. Finance Report

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

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*The Board recessed at 6:41 p.m. and reconvened at 7:00 p.m.*

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2. UNA Tree Management Operational Guidelines and Updates Report

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

Board members provided the following suggestions:

- Staff to facilitate a meeting between Strata's and UBC Properties Trust to discuss tree conditions
- Staff to form an ad hoc committee to work with residents regarding the removal and replacement of trees.

3. 2026 UNA Board Meeting Calendar Report

The Chief Administrative Officer presented the report contained in the meeting package.

4. Finance and Audit Committee Report

a. FY2025/26 Q1 Financial Results Report

The Finance Manager reviewed the report contained in the meeting package followed by questions and comments from the Board.

b. FY2026/27 UNA Budget Development Plan Report

The Finance Manager reviewed the report contained in the meeting package followed by questions and comments from the Board. Board members were encouraged to submit their recommendations to the Chief Administrative Officer.

5. Governance and Human Resources Committee Report

a. UNA Board Governance Review Report

The Chief Administrative Officer reviewed the report contained in the meeting package followed by comments from the Board.



**MOVED** by the Chair

**SECONDED** by Evan Luo

*THAT staff be directed to include in the 2026-2027 Budget sufficient funds (\$15,000 estimate) for the UNA to undertake a Board governance review using an external consultant and aligned with the draft terms of reference as outlined in the report.*

**CARRIED**

b. UNA Community Privacy Board Policy Report

The Chief Administrative Officer reviewed the report provided in the meeting package.

**MOVED** by the Chair

**SECONDED** by Evan Luo

*THAT the Board approve the revised UNA Community Privacy Board Policy (#01-04), as circulated.*

**CARRIED**

6. Community Engagement Advisory Committee Report

This item was deferred to the next UNA BOD meeting.

**G. UNFINISHED BUSINESS**

None.

**H. NEW BUSINESS**

None.

**I. ADJOURNMENT**

**MOVED** by the Chair

**SECONDED** by Evan Luo

*THAT the Board adjourn into a closed session to discuss matters 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; 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 8:31 p.m.*

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