



MINUTES

PRESENT:

Eagle Glassheim – Chair
Evan Luo – Secretary
Ronald Bourgeois
Michael Kerns

Yanbo (Paul) Li
Sandy Song
Jake Wiebe
Michael Kerns

UBC MEMBERS:

Dave Kiloh

REGRETS:

Solomon Yi-Kieran
Carole Jolly

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
Lauren Thomson, Corporate Services
Specialist

A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:30 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 Wiebe

THAT the Board approve the November 18, 2025, open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board approve the October 21, 2025, open session meeting minutes, as circulated.

CARRIED

D. DELEGATIONS

None.



E. EXTERNAL REPORTS & PRESENTATIONS

1. UBC Campus and Community Planning Monthly Report.
 - a. Carole sends regrets; a report was presented at this meeting and discussed. (amended minutes Dec 16th).
2. Electoral Area A Director Monthly Report
 - a. A report was not presented this meeting, followed by comments from the Board.

F. REPORTS

1. November 2025 Management Report
 - a. Chief Administrative Officer Report
 - b. Communications Report
 - c. Recreation Report
 - d. Operations and Sustainability Report
 - e. Finance Report

The CAO presented management report as contained in the meeting package. There were no questions.

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

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Michael Kerns joined the meeting at 5:43 p.m.

Yanbo (Paul) Li joined the meeting at 5:50 p.m.

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2. Neighbours Fund Financial Statement Report – Athena Koon, Finance Manager

The Finance Manager presented the report as contained in the meeting package, followed by questions and comments from the Board. The Finance Manager and CAO received questions and comments.

3. Finance & Audit Committee Report

- a. 2025-26 Q2 Financial Report – Athena Koon, Finance Manager

The Finance Manager presented the report as contained in the meeting package including column revision requested by Board, followed by questions and comments from the Board.



4. Governance & Human Resources Committee Report

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

MOVED by the Chair

SECONDED by Director Luo

THAT the UNA Board endorse the revised UNA Community Newspaper Policy (#04-03) and the revised Newspaper Editorial Committee Terms of Reference as presented.

DEFEATED

MOVED to refer back to Governance and HR Committee to review and update proposed changes.

SECONDED: Director Luo

CARRIED

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The Board recessed at 7:21 p.m. and reconvened at 7:35 p.m.

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G. UNFINISHED BUSINESS

Recreation Summer Season Report

a. 2025 Recreation Summer Season Report – Appendix

The Recreation Manager presented the report contained in the meeting package and responded to questions and comments from the Board.

H. NEW BUSINESS

1. Sustainability and Infrastructure Discussion – Director Kerns

Director Kerns presented a discussion around sustainability projects and processes.

Chief Administration Officer and Operations Manager provided responses noting that the Neighbourhood Climate Action Plan explicitly refers to responsibility and role of UNA.

2. Wellness Metrics Discussion – Director Kerns

Director Kerns presented discussion items to the Board, discussion followed. Question to Board about dedicating resources and working with Community Engagement Advisory Committee for a proposal or initiative.



I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director Kerns

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

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The meeting adjourned into a closed session at 8:14 p.m.

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APPROVED