UNA BOARD OF DIRECTORS MEETING
Open Session

Tuesday, June 23, 2026
Wesbrook Community Centre

MINUTES

PRESENT:
Jake Wiebe Acting Chair
Eagle Glassheim, Chair
Ronald Bourgeois
Sandy Song
Michael Kerns
Evan Luo
Yanbo (Paul) Li

UBC MEMBERS:
Carole Jolly
David Kiloh

REGRETS:
Alex Zheng

STAFF:
Paul Thorkelsson, Chief Administrative Officer
Athena Koon, Finance Manager
Wegland Sit, Operations Manager
Dave Gillis, Recreation Manager
Glenda Ollero, Communications 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 5:30p.m.

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

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

** * * *Eagle Glassheim joined virtually * * * **

** * * * Yanbo (Paul) Li joined virtually at 5:35p.m. * * * **

B. APPROVAL OF AGENDA

MOVED by Director Wiebe

SECONDED by Ron Bourgeois

THAT the Board approve the June 23, 2026, open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by Director Wiebe

SECONDED by Director Kerns

THAT the Board approve the May 26, 2026, open session meeting minutes, as circulated.

CARRIED

D. DELEGATIONS

None.

E. EXTERNAL REPORTS & PRESENTATIONS

UBC Campus and Community Planning report was presented as circulated. Of note, is the number of events on campus and the impacts of road closures.

Some follow up from the group regarding NCAP, carbon emissions and natural gas policy implementations as well as planned tree removal on Folio are expected in an upcoming meeting.

F. REPORTS

1. June Management Report – Paul Thorkelsson, Chief Administrative Officer

   The CAO presented the report as circulated. Highlights included Fire Services Agreement Contract update in July.

   Communications highlighted launch of the Drop-In Schedule as well as the EV Charging Station ribbon cutting ceremony.

   Recreation highlighted flag football team finishing 4^{th} in the province. Some questions on the neighbourhood breakdown for parking permits as well as internal staffing progress, including the Youth Coordinator role, were raised and resolved. Additional discussion on noise considerations in outdoor fitness classes was had.

   Operations highlighted road marking work, Hampton Place works scheduled for late July/early August, the U-hill pathway enhancement and the tree maintenance happening in specific areas. Some further discussion was raised around certain trees and the pruning impacts on the community.

   Finance noted that the auditor will be joining the Finance & Audit Committee and Board meetings in July.

2. Outdoor Fitness Equipment Report – Wegland Sit, Operations Manager

   The Operations Manager gave an introduction to the report as circulated. Discussion focused on opportunities for intergenerational fitness, the engagement process. , price range and siting analysis. Some potential engagement with LUAC.was raised.

   MOVED: Director Wiebe

SECONDED: Director Kerns

THAT the UNA Board receive the report for information and establish an Outdoor Fitness Project Working Group, in conjunction with the UNA Land Use Advisory Committee, to identify and propose potential equipment locations;

AND THAT staff be tasked with preparing the necessary coordination with UBC Campus and Community Planning (C&CP) to facilitate the feasibility and technical siting analysis of the locations selected by the Working Group.

CARRIED

3. UNA 25 Anniversary Celebration Report – Glenda Ollero, Communications Manager

   The report was presented as circulated, highlighting proposed video themes. No further questions.

4. Finance and Audit Committee Report – Athena Koon, Finance Manager

   a. FY2025/26 Q4 Financial Results

   The Finance Manager shared report as presented as circulated noting that there are to be no further updates until after auditor has completed their work.

   No further questions.

5. Governance & Human Resources Committee Report

   a. AGM Report – Lauren Thomson, Corporate Services Specialist

   The report was presented as circulated with questions focused on the question periods, agenda flow, and meeting management. The agenda may shift depending on the outcome of the governance review.

   MOVED by Director Wiebe

   SECONDED by Director Bourgeois

   THAT the Board confirm that the UNA will hold the 2026 Annual General Meeting on Tuesday, September 29, 2026, commencing at 7:00 p.m. at the Wesbrook Community Centre.

   THAT the Board approve the 2026 Notice of Annual General Meeting package.

   b. Committee Membership Report – Lauren Thomson, Corporate Services Specialist

   The report was presented as circulated. Questions and discussion focused on age limitations, eligible committees and overall process for evaluating applicants to committees. One director abstained from voting.

   MOVED by Director Wiebe

   SECONDED by Chair Glassheim

THAT the Board allow resident individuals under 18 to be considered eligible to join advisory committees.
AND THAT Terms of Reference for applicable committees be updated to reflect youth eligibility.

CARRIED

6. Insurance Renewal Update – Wegland Sit, Operations Manager

Report presented as shared with a special note that a supplementary report was submitted after the package had been circulated.

No further questions.

MOVED by Director Wiebe

SECONDED by Director Bourgeois

THAT the Board of Directors approve the comprehensive insurance package as presented and authorize the Chief Administrative Officer (CAO) to execute all necessary agreements on behalf of the UNA to bind the insurance coverages for the policy term of July 1, 2026, to June 30, 2027.

CARRIED

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

I. ADJOURNMENT

MOVED by Director Wiebe

SECONDED by Director 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 6:48pm

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