



MINUTES

PRESENT:

Eagle Glassheim, Chair
Jake Wiebe
Ronald Bourgeois
Sandy Song
Michael Kerns
Evan Luo
Yanbo (Paul) Li (attended virtually)

UBC MEMBERS:

Dave Kiloh, Director, Building and Facilities Services SHCS
Carole Jolly, Director, Community Development C+CP

UBC REPRESENTATIVE

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

GUESTS:

Leroy Van Spronsen, Partner, Johnsen Archer LLP

A. CALL TO ORDER

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

The 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.

B. APPROVAL OF AGENDA

MOVED by Chair Glassheim

SECONDED by Director Luo

THAT the Board approve the July 28, 2026, open session agenda, as circulated.



CARRIED

C. APPROVAL OF MINUTES

MOVED by Chair Glassheim

SECONDED by Director Wiebe

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

CARRIED

D. DELEGATIONS

None.

E. EXTERNAL REPORTS & PRESENTATIONS

1. UBC Campus and Community Planning Monthly Report – Carole Jolly, Director of Community Development & Transportation, UBC Campus & Community Planning
The report was presented as circulated. The Board requested updates on 16th ave paving and rainwater management plan. Some discussion of the Development Permit Board took place.

F. REPORTS

2. FY2025/26 Audited Financial Statements & Auditors Reports – Athena Koon, Finance Manager

The Finance Manager provided context for changes to the report and introduced the auditor and report.

Leroy Von Spronsen introduced the audit and provided information on what the audit entails, some of the process around risk, existing internal controls, and the strategies were outlined.

MOVED by Director Wiebe

SECONDED by Director Bourgeois

THAT the Board approve the UNA's audited financial statements for the year ended on March 31, 2026, and that the Chair be authorized to sign the audited financial statements on behalf of the Board

CARRIED

* * * * Yanbo (Paul) Li joined virtually at 5:53pm * * * *

3. July Management Report – Paul Thorkelsson, Chief Administrative Officer

The Chief Administrative Officer presented the report as circulated.



Discussion around plans and timeline for future school in the area as well as parking framework updates.

The Communications Manager highlighted the ribbon cutting ceremony for the charging station at Ross Drive. Also noting plans for quarterly meetings between UBCPT, UBC and UNA communication departments.

The Recreation Manager resolved Board questions on seasonal room booking changes specifically in nonpeak times

The Operations Manager highlighted tree replanting plans including a schematic circulated to the Board. Questions were raised and resolved around ongoing water restrictions specifically, landscaping and strata use.

3. Fire Protection Contribution Agreement Renewal Report – Paul Thorkelsson, Chief Administrative Officer

The Chief Administration Officer presented the report as circulated. There are no significant changes to the agreement, the amount budgeted is in alignment with the agreement. Some questions about adjustments from last year were raised and resolved.

MOVED by Chair Glassheim

SECONDED by Director Luo

THAT the UNA Board support UBC extending the term of the UBC/Province Neighbourhood Fire Services Contribution Agreement for an additional five-year term and approve, following Sec 10.3 (a) of the Neighbours Agreement 2024, UBC withdrawal from the Neighbourhood Levy to fund the UNA contribution.

CARRIED

***** Alex Zheng joined the meeting at 6:27pm *****

4. Finance & Audit Committee Report

a. 2026 Neighbours Levy Report – Athena Koon, Finance Manager

The Finance Manager presented the report as circulated. The commercial portion of the levy will be included in an upcoming statement. Uncollectable levy debt was discussed with the clarification of UBC responsibility.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.



I. ADJOURNMENT

MOVED by Chair Glassheim

SECONDED by Director Wiebe

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 6:34pm

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APPROVED