



## UNIVERSITY OF BRITISH COLUMBIA STUDENTS' UNION

### Board of Directors Meeting Minutes Tuesday February 24<sup>th</sup>, 2014 @ 5.30 pm

**PRESENT:** Lina Gomez (Chair)  
Rocky Kim  
Nick Dodds  
Alex Gula  
Robyn Giffen  
Layne Richardson (arrived @ 5.55 pm)  
Oliver Eberle  
Alejandra Garcia  
Sarah Reilander  
Simon Bullock (left @ 7.20 pm)  
Kelly Panchyshyn  
Jagmeet Khabra  
Curtis Tse (non voting member)

**ABSENT:** Bob Drunkemolle (non voting member)  
Shaman McLean

**24.1** The Meeting was Call to Order @ 5.31 pm

**24.2** Recognition of Okanagan Peoples' Territory

**24.3** Speaker's Business

There was an emergency motion to be added to the Agenda which would be numbered 24.7

Item number 24.13.2.1 would be moved on the Agenda to 24.9.3

Various Discussion items were added to the Agenda by request of the Board.

**24.4** Action Log

**24.4.1** Update (See attachment #1)

Dodds requested the Action Log from the Executive Committee meeting and the Board of Directors Action Log be merged to form one document.

**24.5** Approval of Agenda

**24.5.1** BIRT the agenda be approved as amended

**Moved By:** Giffen  
**Seconded By:** Garcia  
**Vote:** Unanimous  
**Carried**



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#### 24.6 Approval of Minutes

- 24.6.1** BIRT the attached minutes for 11<sup>th</sup> February 2014 be approved as presented (See attachment #2)

**Moved By: Kim**  
**Seconded By: Reilander**  
**Vote: Unanimous**  
**Carried**

#### 24.7 Emergency Motion

- 24.7.1** BIRT the following students replace David Ben, Robin Wegner and Cody MacKay on the Elections 2014 appeals committee; Mark Heinmiller, Sarah Wahedi, and Felicity Johnson.

**Moved By: Dodds**  
**Seconded By: Panchyshyn**  
**Vote: In Favour 5, Abstained 5 (Kelly, Giffen, Khabra, Kim & Gula)**  
**Carried**

#### 24.8 Presentations

- 24.8.1** The Peer Support Group – Alexa Geddes (See attached Powerpoint)

The Peer Support Group requested their budget be considered by the Board of Directors, it was determined this could be discussed under Agenda item **24.9.2**

**Recess @ 6.09 pm to 6.19 pm**

- 24.8.2** Christian Brandt of Okanagan Car Share Co-op

It was determined after hearing this presentation the Board of Directors could discuss this under Agenda item **24.13.1.3**

#### 24.9 New Business

- 24.9.1** **Whereas** a new staff structure will be proposed that will require the hiring of an Executive director who has a management level position;



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**Whereas** the Executive Director will be responsible for assisting the General Manager in hiring new staff on the "projects team", and delays in hiring the executive director may prevent all positions from being filled and properly trained prior to the new Board beginning their term;

**Whereas** it is imperative that the hiring process be fair and transparent;

**BIRT** the attached terms of reference for an Executive Director Hiring Committee be approved and the members of the committee be ratified in the next board of director's meeting. (See attachment #3 )

**Moved By: Dodds**

**Seconded By: Richardson**

Dodds moved to table this motion until a later date.

**Moved By: Dodds**

**Seconded By: Reilander**

**Vote: Unanimous**

**Carried**

#### 24.9.2

**BIRT** UBCSUO fund 20 delegates to receive training from CMHA for the purpose of working at UBCSUO's Peer Support Centre. (Approximately \$2000)

This motion was amended to Read:

**BIRT** UBCSUO fund the Peer Support Group at the cost of \$4,000.

**Moved By: Kim**

**Seconded By: Bullock**

Dodds requested this motion to be tabled to the next Executive Committee meeting.

**Moved By: Dodds**

**Seconded By: Kelly**

**Vote: In Favour 3, Against 8**

**Fails**

Back to the amended motion:

**Vote: In Favour 10, Abstained 1 (Dodds)**

**Carried**

Kim to circulate the budget for this as soon as possible.



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**24.9.3 (24.13.2.1) Whereas** the UBC Okanagan Student Senate Caucus (UBCOSSC) is a fully recognized and integrated governing body at the University of British Columbia's Okanagan Campus.

**Whereas** the UBCOSSC requires financial support to strengthen functionality, efficiency and efficacy of its mission.

**BIRT** the UBCSUO approve the attached (See attachment #8) budget of the UBCOSSC for the 2014 Spring Semester with funds allocated from the Student Affairs budget.

**Moved By: Bullock**

**Seconded By: Garcia**

**Vote: Unanimous**

**Carried**

**24.10 Executive & General Manager Reports** *(Presented in the first meeting of each month, with the exception of the GM Report to be presented in the second meeting of each month)*

<b>24.10.1</b>	General Manager	There is nothing to report at this time.
<b>24.10.2</b>	Services Coordinator	(Not Required)
<b>24.10.3</b>	Internal Coordinator	(Not Required)
<b>24.10.4</b>	External Coordinator	(Not Required)
<b>24.10.5</b>	Financial Coordinator	(Not Required)

**24.11 Executive Chair Report** *(Presented in the second meeting of each month)*

**24.11.1** Nick Dodds – (See attachment #4)

**24.12 Board & Committee Reports** *(Board reports presented in the first meeting of each month. Committee Reports presented in the second meeting of each month.)*

<b>24.12.1</b>	Oliver Eberle	(Not Required)
<b>24.12.2</b>	Alejandra Garcia	(Not Required)
<b>24.12.3</b>	Robyn Giffen	(Not Required)
<b>24.12.4</b>	Sarah Reilander	(Not Required)
<b>24.12.5</b>	Layne Richardson	(Not Required)
<b>24.12.6</b>	Simon Bullock	(Not Required)
<b>24.12.7</b>	Kelly Panchyshyn	(Not Required)
<b>24.12.8</b>	Jagmeet Khabra	(Not Required)

<b>24.12.9</b>	Environmental & Sustainability Committee	(Not Received)
<b>24.12.10</b>	Financial Committee	(See attachment #5)
<b>24.12.11</b>	Policy Committee	(Not Received)
<b>24.12.12</b>	Student Association Committee	(See attachment #6)



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**Recess @ 7.40 pm**

**Moved By: Dodds**  
**Seconded By: Bullock**

**Back to Order @ 7.50 pm**

#### **24.13 Question Period**

1. Richardson asked when was the last time the Environmental and Sustainability Committee submitted a report.  
  
Gula confirmed this would be done this week.
2. Dodds requested an update on the Policy Committee.  
  
Giffen commented that McLean would be setting up a meeting again shortly.
3. Kim asked for a show of hands for those in favour of hosting a dinner for all Committee volunteers instead of separate ones, as some people served on more than one Committee – this would like be in late March. The Board showed support for this.
4. Dodds note that nowhere in the Finance documentation was reference made to membership fees. The policy puts a cap based on membership has membership been considered by the Finance Committee?  
  
Kim believed this was covered at the last meeting.  
  
Dodds asked if Kim knew how much money was deposited into accounts in membership fees against the number of members given by the Club?  
  
Kim confirmed that he liaises with the Bookkeeper in UBCSUO for these deposits.
5. Dodds said in the Finance report there were a number of times when \$500 development grants were given to clubs, was it coincidence that they had \$200 conference fees for 5 members?  
  
Kim replied that in a lot of cases it actually cost more than \$500 but they only requested \$500 and subsidized the rest from their Club funds
6. Eberle asked if a Club runs a deficit what happens and what can we do about it?  
  
Kim said to his knowledge if you do not have funds in your account the Bookkeeper will not issue a cheque.



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Dodds referred to the Club Policy which allows for a deficit, typically if a Club are not able to get funding in time, but will be able to at a later date. If at the end of the year they have a deficit, then 25% of whatever funds are deposited the following year will be taken to repay the deficit and this will continue each year until the money is repaid.

7. Dodds sought confirmation from Kim regarding grants been given after the deadline had passed.

Kim confirmed, as the Policy was in its infancy that some leniency had been applied.

8. Dodds inquired from Kim how many Clubs had received funding.

Kim replied, he did not have the exact figure, but it was around 13.

9. Dodds asked Kim if he thought the Club Funding Policy was ineffective, why had he not addressed his concerns to the Board of Directors?

Kim denied the Club Funding Policy was ineffective; Clubs just need to be informed a little better.

Dodds inquired why so little funding had been given out – Kim pointed out he had a binder containing all the relevant funding applications.

Dodds requested to discuss this further at the end of the meeting under Discussion.

11. Eberle commented he was unable to find the Club Funding documents on the UBCSUO website and it was agreed a directive would be sent, via email, to the Student Association Committee asking for these documents to be readily accessible.

#### **24.14 General Orders**

##### **24.14.1 Old Business**

##### **24.14.1.2 UBCSUO Award for Outstanding Campus Engagement (See attachment #7) Criteria Matrix.**

This matrix was informational only and Dodds and Bullock agreed to discuss this further at another time.



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**24.14.1.3** BIRT the UBCSUO support the concept of having a car share program at UBC Okanagan and encourages the administration to pursue this initiative.

**Moved By:** Gula  
**Seconded By:** Doddsd  
**Vote:** Unanimous  
**Carried**

Project endorsement letter to Michael Shakespeare to be written by Gula and a Project Proposal to be prepared after the meeting with Michael Shakespeare and Okanagan Car Share has taken place.

#### **24.14.2** Board Directives

None.

#### **24.15** Discussion & Announcements

**24.15.1** New staff Directive Consultation. Please review the attached Staff directives and prepare feedback on each of the following roles:

Executive Director  
Special Projects Coordinator  
Student Association Coordinator  
Meeting Secretary  
GM Assistant  
Events Coordinator- Volunteer coordinator

(See attachment #9)

A motion was presented to move the meeting in-camera.

**Moved By:** Kim  
**Seconded By:** Reilander  
**Vote:** Unanimous

**24.15.2** Strategic Plan and Directives for the Incoming Board:

Because the summer is the most productive time for executive members it is important that they have clear directives. However it is unlikely that more than one board meeting can be held with the new members before all members leave for the summer. To solve this problem I propose that we develop a preliminary strategic plan that could provide direction for the current board to set directives for the incoming board. Please consider:



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If you feel it is appropriate that we set directives for incoming executive members

What the strategic plan might include

What Directives we may want to set (Remember that the incoming board will have the opportunity reconsider and overrule all these motions in their first board meeting)

#### **Tabled until the next Board of Directors meeting**

- 24.15.3** Reminder that No campaigning in the UBCSUO office means that no campaigning materials may be worn in the UBCSUO office. Any members who are participating in campaigning must also keep any campaign materials that are brought into the office hidden/inconspicuous.

**Tabled**

- 24.15.4** Faculty and Student Initiative.

**Tabled**

- 24.15.5** Transportation and Bike Path.

**Tabled**

- 24.15.6** Policy Revision.

**Tabled**

- 24.15.7** Grants to VOCO.

**Tabled**

- 24.15.8** Finance Committee concerns.

**Tabled**

#### **24.16 Next Board Meeting**

- 24.16.1** Next Board of Directors Meeting to be held on Monday 10<sup>th</sup> March @ 5.30 pm.

#### **24.17 The meeting adjourned whilst In Camera @ 8.50 pm**