

BOARD MEETING MINUTES

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students
Board of Directors Meeting, September 20, 2019 – UNC 105

07:45 – CALL TO ORDER

Meeting called to order at 7:52

Directors Present

President (meeting chair)	Romil Jain
Vice-President Finance & Operations	Nimrah Pannu
Vice-President External	Taylor Dotto
Vice-President Internal	Holly Denby
Vice-President Campus Life	Ali Poostizadeh
Director at Large	Emilio Freire
Director at Large	Michael Gauld
Director at Large	Tashia Kootenayoo
Faculty of Arts & Science Representative (<i>Science</i>)	Kebbie Brown
Faculty of Arts & Science Representative (<i>Arts</i>)	Cody Isaac
Faculty of Management Representative	Kyle Kliss
Faculty of Applied Science Representative	Kaila Spencer
Faculty of Creative & Critical Studies Representative	Sage Cannon
Graduate Studies Representative	Cassidy Wallis
Board of Governors Representative (<i>ex-officio</i>)	Jassim Naqvi

Directors Absent

Senate Caucus Student Representative (<i>ex-officio</i>)	Hogan Kang
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Staff Present

General Manager	Lori Stevenson
Advocacy & Governance Coordinator	Sarah Furgason
Green Text and More Bookstore Manager	Shauna-Lee Hildred

1. ACKNOWLEDGEMENT OF TERRITORY

We would like to acknowledge that we are on the traditional, ancestral territory of the Okanagan Nation. We would like to recognize that learning happened in this place long before this institution was established. It's important that we understand that we are very privileged to be living, working, and learning in these territories that are not our own.

2. ADOPTION OF AGENDA AND REVIEW OF MEMBERSHIP

19/09/20.01 MOTION

Isaac/Cannon

Be it resolved that the agenda be adopted.

CARRIED

Freire arrived at 7:53

19/09/20.02 MOTION

Isaac/Gauld

Be it resolved that the resignation of Kyle Lee and Ashley Briker be accepted.

CARRIED

3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

19/09/20.03 MOTION

Wallis/Dotto

Be it resolved that minutes of the meeting held August 21, 2019 be adopted.

CARRIED

4. PRESENTATIONS

5. MONTHLY REPORTS

Executive directors and General Manager presented on their monthly reports as attached.

5.1 President

5.2 VP Finance and Operations

5.3 VP Internal

5.4 VP External

5.5 VP Campus Life

5.6 General Manager

19/09/20.04 MOTION

Cannon/Isaac

Be it resolved that the monthly reports be approved.

CARRIED

6. QUESTION PERIOD

7. COMMITTEE BUSINESS

7.1 Executive Committee

19/09/20.05 MOTION

Freire/Poostizadeh

Be it resolved that the minutes of the meeting held August 28 and September 12, 2019 be adopted.

CARRIED

Kootenayoo arrived at 8:00

7.2 Finance Committee

7.3 Policy Committee

7.4 Campus Life Committee

7.5 Campaigns Committee

19/09/20.06 MOTION

Dotto/Kliss

Be it resolved that the minutes of the meeting held August 21, 2019 be adopted.

CARRIED

7.6 Club Funding Committee

19/09/20.07 MOTION

Pannu/Kootenayoo

Be it resolved that Pannu, Stevenson, Rusch, Denby, and Raza be appointed to the Club Funding Committee.

CARRIED

8. REPORT ON UNIVERSITY RELATIONS

8.1 Board of Governors

Naqvi updated the Board of Directors on recent Board of Governors discussions, including tuition increases, food insecurity, capital projects, Outlook 2040, and review of external groups booking space on campus. Naqvi encouraged the Board of Directors to attend the Board of Governors on September 24, 2019 at UBC Okanagan.

8.2 Senate

Naqvi encouraged the Board of Directors to attend the next Senate meeting on September 26, 2019.

8.3 Other University Committees

8.3.1 Commons Steering Committee

Kootenayoo gave an update on the Commons Steering Committee.

9. OLD BUSINESS

10. NEW BUSINESS

19/09/20.08 MOTION

Cannon/Isaac

Be it resolved that Shola Fashanu be appointed CRO.

CARRIED

19/09/20.09 MOTION

Denby/Kootenayoo

Be it resolved that Denby be appointed to the Ombuds Advisory Committee.

CARRIED

Spencer arrived at 8:16

11. INFORMATION ITEMS

11.1 Discussion and Announcements

11.1.1 Cost of Adding Dependents to the Health and Dental Plan

Wallis brought up the issue of the high cost of adding dependents to the Student Care Extended Health and Dental Plan. Isaac suggested testing for ADHD be covered under the plan. Directors agreed that enhancements to the plan be considered.

19/09/20.10 MOTION

Isaac/Poostizadeh

Be it resolved that a working group be struck to look into enhancements to the UBCSUO Student Care Extended Health and Dental Plan, with Denby serving as chair.

CARRIED

11.1.2 Policy 131 Working Group

Kootenayoo provided information on the Policy 131 working group.

11.1.3 OER Working Group

Kootenayoo updated board members on the OER working group. Currently, the group is hoping to set up a meeting with the Provost to see how we can better support implementation of OERs at the Okanagan campus. The group is also working to promote faculty members who are using OERs and how the campus bookstores can be involved.

11.2 Ratification of New Student Associations

19/09/20.11 MOTION

Denby/Cannon

Be it resolved that the following Student Associations be ratified:

Community Crib Club

Cookie Club

iSoto (Indonesian Students of the Okanagan)
Uke BCO (Ukulele Club)
Environmental Chemistry Course Union
UBCO Movie Maniacs
Chemistry Graduate Student Society
Visual Design Club
CARRIED

11.3 Next Board Meeting Date

The next board meeting will take place October 4, 2019.

12. ADJOURNMENT

Meeting adjourned at 8:47

General Manager Work Summary

Lori Stevenson – General Manager

Report Period: Aug 2019

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

Office & Administration

- Onboarding of new staff
- Space planning continues – office (kitchen area) clean out and re-organization has begun, will be completed once the Sept craziness dies down.
- Monday Morning Mindfulness Minutes – 8:15 optional, informal chat that gives SUO staff and execs a chance to connect with their colleagues before charging into the week ahead. Chance to discuss intentions for the week, challenges, stresses, etc.
- Working with Co-op Student and policy committee on the Executive Accountability, Privacy and Code of Conduct policies
- In light of having a full time Receptionist, working on revising the role description for Aaron White's (Project Manager) role, as he had picked up many administrative duties.

University Relations & Committees; Other stakeholder meetings

- Meeting with IT and Enrollment Services to discuss the booking system that we use to book space requirements for clubs and course unions. Current system is exceptionally inefficient, duplication of work happening on many levels throughout the process. There are changes coming down the line that will hopefully improve some of the pinch points, including a move to Qualtrix based forms rather than the current Drupal form.
- Red Bull sponsorship meeting
- Homecoming Committee meeting – we are sponsoring the Big Breakfast once again - Sept 27. The Well will be doing a breakfast tent and the Green Bean will be supplying hot chocolate.
- Waste Reduction Strategy committee – excited to see better composting and sustainability (Green-2-Go containers, MugShare program) coming to campus. Roll out of these programs will happen slowly over the month of September.

Events/Projects

- Adulting 101 – working group formed that consists of myself, Michael Gauld, Cassidy Wallis and Mike Ouellet to get this off of Ali's hands while he dealt with the September craziness. We have planned the sessions for the entire first term of classes. Please share widely and encourage your friends to come out.
- Food Exchange Program – this will be added to the President's portfolio. Current set-up and delivery methods will remain until end of September, early October, when we will begin to transition down to UNC 131 and SUO oversight.

Human Resources Work

- Hired a new Green Text Manager, Shauna-Lee Hildred. Start date Aug 28. She hit the ground running and is already taking ownership of the store.
- Hired a new Receptionist/Administrative Assistant, Rachel Fortin. Start date Aug 19. Rachel handled the first few weeks of craziness very well and is settling into the role wonderfully – already able to handle the majority of student questions that are thrown at her.
- Interviewed SUO Events Assistant candidates for Ali (with Mike, Michael G, and Cassidy) These are Honoraria positions, and two successful candidates were chosen for Ali.
Hired a new casual student office assistant – Arshdeep (Arsh) Purba to assist with Student Associations bookings, communication and customer service.

Executive Director Work Summary

Ali Poostizadeh – VP-Campus Life

Report Period: August 2019/20

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

In accordance with Bylaw X, Executive Directors are required to submit a monthly written report to the Board of Directors, summarizing their activities for that month. This report is designed to provide the Board of Directors with a monthly summary of the activities of each Executive Director.

For the purpose of this report the following shall not be included as eligible work:

- attendance at Board meetings; and,
- production of this work summary;

Office & Administration

- Executive meetings
- Board meeting
- Campus Life Coordinator interviews

University Relations & Committees

- Food Exchange meeting with Phil Bond and Student Experience Office
- Several meetings with the SVPRO office to discuss Frosh
- Several meetings with the SVPRO office to discuss addition of “We Believe You” slogan onto coffee sleeves
- Meeting with Ian Cull
- Residence Life meetings
- Sat on hiring committee for SVPRO
- Heatwave meeting with Rosemary from UBC Media
- Queer orientation meeting with Equity and Inclusion office

Event Support

- There were no events in August
- Meeting with Emcee Entertainment to discuss Well events
- Teleconference meeting with Eventbrite regarding possible partnership
- Adulting 101 working group
- Bookings for White T-Shirt completed

Membership Outreach

- Managed social media, created several posts for BCFS campaigns and managed the marketing of Frosh via social media
- Emailing with clubs to plan Frosh Week Events

Training/Conferences

- Attended the Student Union Development Summit in Vancouver, BC

Other

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Executive Director Work Summary

Taylor Dotto – Vice President External

Report Period: Month August 2018/19

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Office & Administration

- Campaign Committee meeting

University Relations & Committees

- Meeting with SVPRO to discuss upcoming awareness campaign and event support
- Campus Life Coordinator interviews

Event Support

- Jack.Org Summit discussions
- Club orientation planning

Membership Outreach

- Ordering campaign materials for the upcoming year

Training/Conferences

- Attended the Student Union Development Summit hosted by AMS

Other

- Planning the Sustainability Campaign and meeting with Twin Creek Media to design the campaign materials
- Meetings with sponsors to talk about Expo
- Sorting Expo sponsorship requests, sending invoices
- Letter in support of TRU campaign
- Planning table techniques for upcoming campaign tabling

Executive Director Work Summary

Holly Denby – VP Internal

Report Period: August 2019

UBC Students' Union Okanagan, Local 12 British Columbia Federation of Students

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Office & Administration

- Staff/Executive meeting
- Organized storage room
- Weekly policy check-ins with Casey and Lori
- Policy Committee meetings
- Policy review & research
- Research/preparations for Board meetings

University Relations & Committees

- N/A

Event Support

- All Clubs and Course Union Networking Night (Wednesday, Sept 25th) – reaching out to industry
- Club Orientation (Saturday, Sept 7th) – session content

Membership Outreach

- Reviewing new club/course union applications
- Continued to work on Club and Course Union Resource Guide
- Created Advocacy Intake Form + content for website

Training/Conferences

- Student Union Development Summit (SUDS) – Aug 9-12

Other

- Work lunch with Student Care

CAMPAIGNS COMMITTEE MEETING MINUTES

UBC Students' Union Okanagan
Campaigns Committee Meeting, August 21, 2019 UNC 133C

10:30 – CALL TO ORDER

Meeting called to order at 10:45

Directors Present

Vice-President External (meeting chair)	Taylor Dotto
Director at Large	Tashia Kootenayoo
Director at Large	Emilio Freire
Director at Large	Michael Gauld

Directors Absent

Staff Present

Advocacy & Governance Coordinator	Sarah Furgason
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1. OLD BUSINESS

1.1 Sustainability Campaign

Dotto provided an update on the Sustainability Campaign. The committee agreed on a proposed launch date of October 1st. Dotto and Furgason will continue work with a local designer for the campaign design.

Kootenayoo will contact the Finance Committee regarding the funds available for sustainability projects.

2. NEW BUSINESS

2.1 Discussion on Mental Health Campaign

Tabled as Poostizadeh was not able to attend the meeting.

2.2 Dates and times for OER and Grants Not Loans Campaign

Dates and times for implementation of September campaigns were finalized.

2.3 Volunteers for September

Furgason will find out about the status of the Volunteer Program at the next staff/executive meeting. The committee will recruit volunteers in the first two weeks of class and host a volunteer orientation on September 16th.

2.4 Get out the Vote

Furgason will contact the Elections Canada CRO for ideal campaign dates.

2.5 Frosh Week

Grants Not Loans will be promoted at Expo on September 11 and the Game of Loans will be hosted at the Frosh Week Carnival event on September 13.

2.6 Orange Shirt Day

Dotto will reach out to Isaac for an update on Orange Shirt Day and the possibility of running a campaign on that day.

3. INFORMATION ITEMS

3.1 OER's

Furgason to contact Kang to find out if there is a student senate caucus member who is interested in joining the OER working group.

4. ADJOURNMENT

Meeting adjourned at 11:59