

## September 3, 2018 OPIRG Peterborough Board Meeting Minutes

**Attendance:** Robert Gibson, Eric Murphy, Samantha MacAndrew, Emma Langely.  
**Regrets:** Brendan Campbell

### Time constraints

### Land Acknowledgments and Discussion

### Check in

### Board Reports

Eric

- helped out with Green Dishes (was in office)
- worked on the website
- cleaning up the free market donations
- got a bunch of health and safety information on the computer

Robert

- booked rooms for disorientation
- contacted Gloria from Feminist Book Club for their room
- helped Sam with packing the first year bags

Emma

- not much to update but going to look at list that Sam sent out

### Staff Reports

Samantha

- First year bags, posters printed
- Disorientation week planning
- TWSP/ TIP update: checking if they all fit requirements (emailing)
- Need cheques signed
- Going over my hours (so probably going to try and take time off Friday)
- Going to contact the accountant about the Trent statements that I need help with

### Approval of Agenda

### Old Business

#### 1. Approval of board Minutes

- August 27<sup>th</sup> 2018

**MOTION:** Robert motions that we approve the August 27, 2018 minutes. Eric seconds.  
Consensus.

#### 2. Provincial Policy Changes

Sam explains the changes. There are three main policies. One to mention the new structure (3 collectives versus 9 committees), one to mention the decision making structure (again to go with the new structure), and last one is just better language to explain equalization.

**MOTION:** Eric motions to approve. Robert seconds. Consensus.

#### 3. Monthly Evaluations of Tasks to be completed

Robert emailed Eric about the board liaison portfolio. Robert also plans to table with Sam and doing outreach at disorientation events.

Eric was looking up training for health and safety. There is a certificate you can get from doing the health and safety on the ministry website. HR downloads has a free trial.

## **New Business**

### **1. Approve of Eric as Board Liaison**

At the last meeting we discussed Eric taking on the board liaison portfolio as a possibility. Robert agreed to that because currently Robert is taking on two roles. With classes starting as well, it would be a lot to take on.

**MOTION:** Eric motions to approve taking on the board liaison portfolio. Robert seconds. Consensus.

### **2. Merge of two portfolios (Volunteer and Campus Outreach liaisons until there is more volunteers or a change in circumstances with the board)**

Currently Robert is the Volunteer Liaison but don't have many at the moment so would like to put the Volunteer and Campus Outreach liaison portfolio's together (as he is doing outreach work already).

**MOTION:** Eric motions to approve Robert taking the Volunteer and Campus Outreach portfolios. Robert seconds. Consensus.

### **3. Tasks for Disorientation Week**

Sam send out email to the board:

So I've been going through my list of tasks for regular office work and disorientation and am feeling a bit overwhelmed. Here are some areas I thought I could use help with:

-If board members could attend at least one event during disorientation week and fill out an event evaluation form (to provide feedback on how the event went)

-If anyone is available to help me with the Vegan BBQ and Free Market Giveaway (set up/ take down) on Saturday Sept 15th

-Postering downtown and on campus (I'm not as sure where I can/cannot post on campus so if anyone has experience that would be great).

-Sponsorship- if anyone has requested sponsorship from Trent University and can help me with that process or knows of which groups I can contact and what they require that would be great.

-Updating the Disorientation section of the website so there are details on each event (description, location, etc.)

Eric hasn't done sponsorship but can help with that (Sam same with Emma). Schedule for sign up (to attend disorientation). Task: Sam to create the schedule.

Robert can help with postering (just needs the supplies and tape).

### **4. Next meeting**

Eric will send a when2meet. Probably for the week of the 24<sup>th</sup> of the September.

## **Other Business**

**Announcements** – Purple Onion Festival is coming up September 23<sup>rd</sup>.