

OPIRG Peterborough Board Meeting Minutes
January 22nd, 2020

Attendance: Sam MacAndrew, Jenn MacDonald, Addison Clermont, Robert Gibson, Peter Stuart, Maggie, Farah

Regrets: Sogyal

Announcements:

- Wet'suwet'en Solidarity Gathering - Saturday Jan 25th, 1pm @ 544 George St N.
- Flip the Script – Jan 27th-31st
- AGM – Friday Jan 31, 6pm @ Gathering Space
- Board Training – Friday Feb. 29th and Saturday Mar 1st

Called to Order: 5:55pm

Land Acknowledgement

Check-In

Staff Report:

Sam (Coordinator):

- AGM: finalizing details of catering, budget, report, posters, outreach, board recruitment, reviewing by-laws and policies (who can be board member, who is, terms, leaves), etc.
- Finances: organized information for the accountant to have T4's filed, then picked up. Payroll. Bank submitted letter to transfer funds from GIC to savings.
- working on clearing more items from the basement that can be donated/free market or recycling.
- met with Jessica from TUNA about an event collaboration/fundraiser for the Tar Sands Trail with Beaver Lake Cree Nation
- trained Cara on her first day at OPIRG
- met with Rachelle a couple times to help with free market proposals and planning
- organizing outside facilitators for board training and strategic planning Feb 29th and Mar. 1st
- continued supervisor meetings with placement students (tracking hours, etc), organizing who attends which events/tabling, ensuring student staff/placement have an ongoing task list, etc.
- updating budget on our website and quickbooks.
- updating AGM reports and financial materials on website
- Ensuring levy groups are meeting again (sent out when2meet)
- reaching out to groups for future collaborations (Community Race Relations Committee for Black History Month, Centre for women and trans people and Trent Queer Collective for self love week).

- trying to organize another free market giveaway for beginning of February on campus. Connecting with the Spoon to see if we could have it as a consistent collaboration in the future to have it there.
- organizing the annual free market giveaway (tentatively Mar 28th)
- updating Sadleirnet from my main computer

Peter (Placement Student)

- Working on FM. Pick up 1-2 bags from the colleges
- Postering on campus and downtown for events, AGM, Board nomination etc.
- Flip the Script with KSAC and Consent at Trent – part of sexual violence prevention week to celebrate folk's resiliency in the face of violent events in their lives by telling their stories through spoken word, slam poetry, dance, or song.
- Cleaned up the basement storage space considerably and, with Amanda and other student staff and volunteers, have gotten rid of a lot of old books (encyclopedias) that nobody wanted. We took the covers off and put the paper out to the recycling.
- Taking the lead on redoing the OPIRG travel reimbursement policy to make it in conformity with pan-Canadian standards.
- I will be taking the lead in crafting talking points for OPIRG when we go tabling, so that we are all 'on message' regarding what it is we want to promote (what events, people, places and things). I continue to go tabling with my partner Amanda to campus and we really enjoy promoting OPIRG amongst the student body and the public.

Sogyal (Events Coordinator)

- Posted AGM on Instagram, KWIC calendar, Mytrent Calendar, TCSA app
- Posted Forgotten Bird of Paradise screening on KWIC calendar, Mytrent Calendar, TCSA app, IG
- Cut out OPIRG buttons.
- Posted call for Board members message and poster on FB and IG and Twitter. Asked many levy groups to share.
- Discarded unwanted encyclopedias by removing the covers and putting the pages in the recycling bins.
- Attended Winter Clothing Drive. Took pictures. Shared on IG and FB.
- Uploaded pictures and event evaluation of Winter Clothing Drive and Clubs and Groups day.
- Emailed Farrah, Maggie and Cara if they will be available on March 28 for Annual Free Market Giveaway.
- Kept track of people coming in Free Market.
- Emailed TFS, Peter, Farrah and Angel about event schedule and logistics. Corresponded heavily with Angel and TFS.
- Helped prepare green dishes order: 70 glasses. 65 plates.
- Sent TFS an email requesting them to share event page on social media.
- Scanned and uploaded a lot of event evaluation forms from past years onto sadlier net (Archiving).

- Attended Anti-racist workshop in Sadleir House on Jan 10th. Main points: In the last 10 years, number of billionaires doubled. Racism is a strategy of division that benefits the elite. This includes anti-immigration sentiment. 4 key steps in this order, when trying to fight racism: i) Listen to the racist ii) Acknowledge their fear/insecurity iii) Politely reveal the facts iv) Encourage solidarity with the racist and the victim. Every good change Canada has made has been because of the sacrifices of the people, not the country. Therefore, we need to act now.

Maggie (Research Coordinator)

- put Arthur articles related to OPIRG on Sadleirnet
- put publications from the office on Sadleirnet
- helped with winter clothing drive
- wrote an article about the winter clothing drive
- emailed groups about our AGM
- Emailed OttawaU about their bursary

Amanda (Placement Student)

- No report.

Farah (Program Coordinator)

- No report.

Cara (Volunteer & Outreach Coordinator)

- No report.

Board Report:

Addison:

- Set up 3 interviews which 2 have been completed
- Responding to emails regarding OPIRG York
- Staying up to date on the issues surrounding Wet'suwet'en
- Staying up to date on email correspondence

Jenn:

- Sharing OPIRG AGM + Board nomination on social media
- Did interviews with Sam and hired Cara.
- Will be attending meeting with the board, and concerned students Kavya, and Samm for Thursday Jan 23 at 6pm
- Emailed Kelsey regarding AGM and board nomination. Did not hear a response.

Robert:

- Went to clubs and groups day and talk to students concerned about the FM
- Set up a meeting with the board, and concerned students Kavya, and Samm for Thursday Jan 23 at 6pm
- Advertising the AGM – actively working to recruit board members

- Signed cheques

Approval of Agenda

Motion to approve the agenda.

Motioned by Addison. Seconded by Jenn. Board consensus.

Passed Motions via E-mail

1. **Motion to hire Cara Livingston for the Volunteer & Outreach Coordinator position.**
Motioned by Jenn on Jan 10th. Seconded by Robert. Board consensus.
2. **Motion to give a sponsorship of \$150 to Crystal Scrimshaw for the Wet'suwet'en Solidarity Gathering.**
Motioned by Jenn. Seconded by Robert. Board consensus.

Old Business:

1. *Approval of past meeting minutes for Jan 8th 2020.*
Motion to approve the past meeting minutes.
Motioned by Jenn. Seconded by Addison. Board consensus.
2. *Annual General Meeting*
 - a) *Current Board Members*
 - Current: Addison, Robert and Jenn. Robert and Jenn need to submit the nomination package.
 - Kelsey has taken a leave until the AGM, but needs to submit a nomination package if she wishes to join the board.
 - Gretel was not appointed but was nominated in the last AGM. This means she is still currently remaining on the board. The board would need to decide how they would like to move forward.
 - b) *Roles at AGM*
 - Addison says he will facilitate
 - Jenn will take minute notes
 - Maggie will pick up the food from FoodNotBombs and clean and return dishes
 - Sam will take care of printed materials
 - If everyone could come 30 mins early and stay 30 mins to help with set up/clean up.

Action Item: Sam will ask Rachelle what time the food needs to be picked up.

3. *Free Market Proposals*
 - Addison: the three proposals are just varying degrees of man power. Believes the first option is the most valuable as it engages the most with the FM.
 - Jenn and Peter both agree.
 - Addison suggests doing portfolios or a structure of responsibilities for the board regarding the FM.

- Robert: believes we will know more after the meeting with concerned students and the AGM
- Sam requests that a board member iterate the concerns of the FM and give a small presentation at the AGM
- Robert likes the plan for consultation with the public
- Sam is meeting with Rachelle on Friday
 - o will be writing a press release about the FM
 - o Call out for community consultation
- Maggie will be putting signs in the office about FM info so that people who do not use social media will receive the message about the FM closure and our concerns

Action Item: Robert will find out when the Green Magazine will have their next publication.

Action Item: Board members to return Board Kits for policy updates.

4. *Board Training Feb. 29th and Mar 1st*
 - Reminder to clear your schedules.

New Business:

1. *Local Community Mailbox*
 - George the community member was not present. This will be tabled to the next meeting.
2. *Policy Updates*
 - a) *By-Laws*
 - Changed “requested a refund” to “opt out” due to SCI. A request that we change it back.

Motion to change the wording under categories of members 2b) “Opted Out” gets changed to “Requested a Refund”

Motioned by Jenn. Seconded by Addison. Board consensus.

b) *Travel Reimbursement*

- To be in conformity to Canadian Revenue Agency Standards - “59 cents per km for trips for the first 5000 km” and “53 cents for any trip thereafter”

Motion to update the travel reimbursement policy to reflect the CRA standards.

Motioned by Addison. Seconded by Robert. Board consensus.

3. *Provincial Motion with OPIRG York*
 - Moved on this before to release money for the ongoing legal issue with OPIRG York. Invoices received since the motion passed have been hefty. Provincial approved an \$3500 from the provincial budget to cover legal costs. Currently we are sitting at around \$12,000 invoiced.
 - Addison is worried about the sunken costs.

- Sam suggested to request sponsorship funds from all local OPIRGs to assist with legal fees costs.

Action Item: Addison will update the board as information comes in.

4. Other business

Motion to remove Gretal Kaune from OPIRG Peterborough's Board of Directors for absenteeism without proper communication prior to board of director's meetings.

Motioned by Addison. Seconded by Robert. Board consensus.

Next Meeting: Tentatively Feb 5th or 12th at 6pm.

Action Items:

Action Item: Sam will ask Rachelle what time the food needs to be picked up.

Action Item: Robert will find out when the Green Magazine will have their next publication.

Action Item: Board members to return Board Kits for policy updates.

Action Item: Addison will update the board as information comes in.

Motion to Adjourn

Motion to adjourn.

Motioned by Robert. Seconded by Jenn. Board consensus.

Adjourned: 6:55pm.