

OPIRG Peterborough Board Meeting Minutes
February 12th, 2020

Attendance: Sam MacAndrew, Jenn MacDonald, Robert Gibson, Samm Medieros, Angela Connors, Maggie

Regrets: Addison Clermont, Sogyal, Farah, Cara, Peter, Amanda

Announcements:

- Feb 23rd 5pm @ the Trend – Poetry + Movie with Community Race Relations
- Mar 8th 1:30 pm @ Seeds For Change – International Women’s Day
- Mar 13th 6pm @ Gzowski Dining Hall– Tar sands trial fundraiser with TUNA
- Mar 28th 10-3 @ Sadleir House – Annual Free Market Giveaway with Staff/Board pizza party

Call to Order: 5:59pm

Land Acknowledgement and Discussion

Time Constraints

Check in

Board Reports

Jenn:

- Attended the KWIC Global networking meeting
- Promoted working groups + sponsorships – spoke with Sara from Borderless about potential collaborations

Robert:

- Greenzine is going to be published in February – to publish something about the Free Market
- The next one will be in April.
- Met with Sam to chat about OPIRG items
- Up to date on correspondence
- Signed cheques
- Attended OPIRG advertised events

Samm:

- Met with Sam to go over the Board Binder
- Has been trying to familiarize herself with portfolios

Angela:

- Attended the AGM and loved the smudgekits
- Met with Sam to discussed board binders, finances
- Familiarizing herself with the harassment policy

Staff Reports

Sam:

- Finalizing plans for AGM (printing materials, sorting who is responsible for what task, etc)
- organizing board training/strategic planning weekend.
- Internal Development Collective – a lot of back and forth emails about legal situation at York. Recently found out that OPIRG McMaster is most likely going to referendum and may be defunded.
- Working with Angela from CRRC to possible hold an orange t-shirt beading workshop for next disorientation week.
- Also working with CRRC on a Black History Month event, Poetry Plus a Movie (going to have one spoken word artist at the beginning, then a screening of Harriet).
- organizing levy groups workshop day with a couple other levy groups. Tentative date April 4th.
- Seeing if FNB can cater annual free market giveaway
- Reviewed Working Group application from TQC to make sure all filled out properly and sent to board for approval. Started assisting TQC with their financials in the meantime
- looking into potential future collaborations with the Spoon with free market giveaways on campus
- met with Jessica from TUNA on the Fight the Tar Sands fundraiser event (creating posters, writing request for funds letters, booking space, etc.).
- Facilitated levy groups meeting to get reorganized around levy council vs. levy groups meetings, when our next meeting should be, the drop box where all groups should upload finances, etc.
- organized free market pop up on campus Feb 5th 10-2 at Champlain Great Hall
- collaborated with TQC on self-love week care packages
- updating board binders with approved policies, etc.
- organizing refunds to students (including other levy groups who don't have signing authorities, etc. and then will invoice them for what they owe so that students get the refunds they requested.)
- Met with Ryan Sisson for our TCRC project, might have to make some adjustments.
- Putting together anti-o training for Arthur Newspaper Board
- regular tasks: monthly remittance, reconciliation, deposits, cheque processing, timesheets, weekly supervision meetings with placement students, creating task lists for student staff to have ongoing task lists, updating social media, updating saddleirnet, updating website, green dishes orders.

Maggie

- Prepared self-care packages for self-love week
- Will start writing an article about board members – She will be emailing

Sogyal:

- Posted event promo on community calendars and social media for free market pop-up, Justice for Soli, International Women's day annual community gathering, Annual Free Market giveaway
- Uploaded event evals for Forgotten Bird of paradise, Free market pop-up, OPIRG AGM, and Flip the script to Sadleirnet
- Helped prepare green dishes order
- Scanned and uploaded many event evaluation forms and documents from the past years onto Sadleirnet
- Planning a collaboration with CRRC and impact students on event
- Kept a tally of people who entered free market
- Unfollowed unnecessary or irrelevant instagram accounts.

Cara:

- recruiting volunteers
- making signs
- intakes
- emailing
- social media
- volunteer of the month
- flip the script
- free market

Farah:

- Attended the Free Market pop up.
- Took photos for social media.
- Organized the Free Market room.
- Created a list of organizations for Free Market donations.
- Organized a Green Dishes order.
- Created a poster to advertise the Free Market pop up.
- Attended the “Forgotten Bird of Paradise” Screening.

Peter (Placement Student):

- Fri. Jan. 31st attended, participated in AGM, set-up, took down space, got smudge kit.
- Wed. Feb. 5th Free Market Pop-Up, Champlain Great Hall. Drove goods + tabling supplies to Champlain, set up, took down, answered questions and promoted OPIRG to student body.
- Thurs. Feb. 6th. Worked in office, Free Market, did event evaluation of Pop-Up for Sogyal, called Facilities Maintenance to book time to clean out OPIRG bins on March 20th or 25th (Fri, or Wed.), worked on re-doing file folders in basement.

Approval of Agenda

Motioned by Jenn. Seconded by Angela. Board consensus.

Old Business:

1. *Approval of past meeting minutes for January 22, 2020*

Motioned by Robert. Seconded by Jenn. 2 stand asides. Board consensus.

2. *Free Market Proposals*

- At the last board meeting, the board discussed how proposal one was the best option to move forward with.
- this proposal is one that is the most capacity intensive
- Sam needs the boards help in starting to roll out the proposal
- Part of the plan was to do an open callout to community members to provide feedback on the proposal. Could be a great opportunity to create a working group from this meeting.
- Sam started writing a potential media advisory. Maggie has been putting up posters about the FM rules/regulations, history, and will be posting upcoming changes
- Angela: What is the timeline?
- Sam suggests early March. The annual Free Market giveaway would also be when the “store” officially closes.
- Rachelle suggested to pause on the pop-ups until July to give more time and capacity to get the office ready for the Free Market changes.
- Sam suggests the potential of hosting a meeting specific to moving forward with the Free Market changes.

Action Item: OPIRG Board/Staff meeting on February 26th 6pm @ OPIRG Office to discuss roles and action for Free Market proposal. We would be hosting an open forum during the week of March 9th.

3. *Board Training Feb. 29th and Mar. 1st*

- The Board Training will be held 10am – 5pm @ Sadleir House on Saturday February 29th
- Sam will update us on the timing of the Strategic Meeting happening Sunday March 1st.
- A quick board meeting will be held after the strategic planning.

New Business:

1. *Board Portfolios*

- Addison is continuing as Provincial Liaison
- Jenn is continuing as Staff Liaison
- Robert will be taking over as Chair Person
- Samm will be taking over as Outreach and Programming Liaison
- Angela will be taking over as Treasurer and as the second Harassment Resource

2. *Nogojiwanong Friendship Centre Smudge Kits*

- There are about a dozen smudge kits left over from the AGM
- Kim from the FC suggested donating them to TUNA
- Also suggested that we keep them to give out as gifts

Motion to keep the leftover smudge kits for future gifts, volunteer appreciations, and giveaways.

Motioned by Angela. Seconded by Samm. Board consensus.

3. *By-Laws Update*

- Under board of Directors 5.3 it mentions “Nominees for Board Appointments, as outlined in section v, part 4, will be interviewed by one (1) or two (2) members of the existing Board. Interviews shall choose appointees based on the following qualifications...”
- Samm suggests including wording that outlines the preference of having 2 people doing interviews.
- Changed to: nominees for Board Appointments, as outlined in section v, part 4, will be interviewed by one (1), preferably two (2) members of the existing Board. Interviews shall choose appointees based on the following qualifications”

Motion to change the bylaws to reflect the preference of having 2 board members for board interviews when possible.

Motioned by Angela. Seconded by Samm. Board consensus.

Action Item: Sam will look up quorum for annual general meetings.

Action Item: Robert will create a policy committee to review the OPIRG Peterborough By-Laws after the winding down of the Free Market.

4. *Working Group Application: Trent Queer Collective*

- Sam has been speaking to Kavya to help her with TQC and suggested they start as a working group
- The group is very interested in becoming a working group
- Angela: Likes the idea, and has no problem supporting them. Is concerned with how much additional work that makes for Sam.
- Sam: Is spread a little thin at the moment, but is supportive of helping them with their finance.
- Working groups work in a yearly cycle and receive \$100 per semester.
- Working groups get free access to Green Dishes and meeting space.
- Samm: How do levy groups work as a working group?
- Sam: we can help levy groups that are smaller and have troubles in forming meetings, and administrative duties.

Motion to approve Trent Queer Collective as a Working Group.

Motioned by Jenn. Seconded by Robert. Board consensus.

Action Item: Sam will contact TQC to let them know they are now a working group.

5. *Canada Summer Jobs Applications*

- The application is due on the 24th. Sam is gone that week and would like to apply for it by this Friday
- Sam suggests:
 - Research and Archivist position for the first contract (May start)
 - Special Events Coordinator for the second contract (helpful for disorientation)
- Maggie brought up how these positions will work on the Free Market
- It has already been budgeted for 2 positions. The cost is around \$7500 which we receive on average \$6000 from the federal government.

Action Item: Sam will be applying for 2 summer jobs contracts this Friday for a Research & Archivist Coordinator and a Special Events Coordinator.

6. *Coordinator request: Vacation (Mar. 6, 13, 20, 27)*

- Sam is requesting Fridays off in March as it is the slowest day of the week.

Motion to allow Sam to take Fridays off for the month of March 2020.

Motioned by Angela. Seconded by Samm. Board consensus.

7. *Funding Request: Anti-Oppression Freeschool*

- We received a request last semester which we approved \$100
- Since re-evaluating our new budget Sam has reached out to groups who received sponsorships to allow them to apply for more.
- We have \$5750 in the sponsorship budget until September 2020.

Motion to support the Anti-Oppression Freeschool with a sponsorship of \$500.

Motioned by Robert. Seconded by Angela. Board consensus.

Action Item: Sam will reach out to Rachelle to see who to make the cheque out to for Anti-Oppression Freeschool.

8. *Funding Requests: Centre for Women and Trans People*

- Has sent in 2 requests
- One is to cover costs of someone who is on the steering collective of the CWTP
- The other sponsorship is to cover event costs
- Black History month sponsorship
 - showcase artistic talents of 8 POC
 - Budget is \$2040
 - requesting \$500 for honorariums to the artists
- Honorarium for Muna

- sponsorship to cover the costs of the work she has done for black history month
- Asking for \$500
- Discussion on how this will set precedent for future sponsorships for individuals
- Discussion around if it was setting a precedent for contracting someone for work
 - who is the supervisor when giving a sponsorship?
 - Are they then an OPIRG employee?

Motion to approve the \$500 sponsorship to cover black history month.

Motioned by Robert. Seconded by Jenn. Board consensus.

Motion to approve the \$500 sponsorship to support an honorarium for Muna.

Motioned by Robert. Seconded by Angela. 1 Stand aside. Board consensus.

9. *Request to co-sponsor book launch – House of Mirrors*

- Sam: Could be potentially political, and OPIRG is non-partisan
- Samm: We have a long-standing relationship with the author and have done book launches with them in the past
- Robert: All parties have been oppressive and it is not a singular issue to the liberal party.
- Sam: Puts into perspective that we should be directly supporting Wet’suwet’en

Action Item: Sam will follow up with the sponsorship request for the book launch which the board did not approve.

10. *Other Business*

a. *Sponsorship to Land Defenders at Maryam Monsef’s Office*

- Food was requested on facebook
- Rachelle is involved
- Sam: suggests putting a motion forward allowing a certain amount of money and she can move forward with them on a case by case basis.

Action Item: Maggie will be connecting with the Land Defenders outside of Maryam Monsef’s office over during reading break.

Motion to approve up to \$250 to support the purchasing of food and supplies for the land defenders protesting at Maryam Monsef’s office.

Motioned by Robert. Seconded by Samm. Board consensus.

11. *In Camera Session*

12. *Adjourn*

Motion to adjourn.

Motioned by Samm. Seconded by Robert. Board consensus.

Adjourned at 8:28pm.

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