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751 George Street N
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OPIRG Peterborough Agenda for December 2 2020 2:00 to 300pm***

Purpose: The purpose of this meeting is to conduct the business of OPIRG Peterborough

Attendance: Heidi Sidky, Robert Gibson, Nicola Koyanagi, Alexandria Beck, Addison Clermont, Mohamed Farah, Samm Mederios, Faith David

start at 2:06

Call to Order

Time Constraints: al at 4pm

Check-in (Future capacity if applicable)

Land Acknowledgement and Discussion

Board Reports

Heidi

- office hour
- met w/ board member Robert
- helping Amnesty International with banking

Samm

- connected with TSCA, TQC, SAID, KWIC for AGM planning
- free market grant
- office hour

Addison

- AGM attended
- finished minutes AGM
- staying on top of provincial related emails

Robert

- conversation w/ board member Samm
- organized this board meeting
- had a meeting relating to policy for Free Market

Staff Reports

Al

- Nicola meeting refreshing goals and tasks
- met with the working group and
- met with centre with Woman and Trans to connidate giveaway

Faith

- updating harassment and sexual violence policy with consent at trent to review
- gift card policy meeting and did meetings
- planning for housing events with mohamed

Mohamed

- planning housing event with Faith in January in touch with Yes shelter and WUSC
- met with nicola for progress and
- policy experience with tcsa

Nico

- financial training with Sam

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- attended AGM
- working on complying a newsletter

Approval of Agenda

Motion by Heidi Seconded by Samm consensus has been met, Nicola

Online Motions:

Old Business:

1. Approval of past meeting minutes for November 18 2020
 - Table until next board meeting motioned by Addison seconded by Heidi
2. Credit Card
 - the board does not want to be footing the bills for an employee and it is a step in the right direction
 - concern about what happens or that is the process when coordinator leave
 - concern about th ecard being stolen but reassured that there are 90 days
 - faith suggested a book why, when, and where it was spent
 - the conversation seems to be needed for how/if the credit card would be used for working groups
 - action item: Nicola will email the bank again to look at the option of teh non-profit organization
 - table for next board meeting motion by Samm seconded by Heidi
3. Signing authority
 - carry-on from last week for the minutes
 - Addison has sent the minutes.
 - That change over will this week.
4. New Coordinator hours
 - Nicola will be working 9-5
 - Nicola will only be going in the office on Thursday
 - anyone else who will need to use the space will use Hobbs Library or other working spaces in Sadlier House wearing PPE
 - action item: Nicola, Al, and Samm have a meeting for Hobbs Library COVID-19 safety protocol and Robert's lending his access card to Sam for cataloging for Free Market

New Business:

1. Exit Interview
 - just inviting anyone to the interview
 - confirming the interview being Thursday, December 2nd at 3 pm
 - Heidi and Robert will attend tomorrow
 - Action to finalize the questions tonight and send them but with a tone of no pressure
 - motion to exit interview committee by Addison and second by samm
2. Policy Review
 - Sexual Harassment

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- a concern when reviewing it doesn't consider that we are non hierarchy given confidentially how can we maintain that structure if everyone has access to the coordinator email and so on
- this something that was missing
- this has brought up that some of our policies should be confidential
- Heidi is assuming the duties as second staff liaison
- need to be a clearer acknowledgment of who is the committee
- suggestion for at least one staff member and one board member may be appointing a 3rd person
- having a discussion on training and what training can be done such as harm reduction, empathy
- Samm and Heidi have volunteered for stand-in staff liaison
- was suggested to create a committee to complete updating the policy
- action: Faith will email Kawatcha Sexual Assault Centre for training for OPIRG and to an email asking people if there is interest from the rest of the staff members for a committee. Sam will be contacting angela for if she is the bottom liner for sexual harassment

Mohammed had to leave for another meeting at 4:01 pm

Alexandria had to leave the meeting at 4:01 pm

3. Review of external grant application Free Market Working Group

- Samm is looking for advice and review for the grant
- need approval from board or staff
- Nicola is willing to review and meet with Alex and Samm and approve it rather than the board
- motion to approve Nicola to review and approve the grant rather than the board motion by Addison seconded by Heidi absence by Samm and Robert

4. Reframe sponsorship

https://reframefilmfestival.ca/wp-content/uploads/2020/11/ReFrame-2021_Community-Partnership-Package.pdf

- minimum 25\$ per film
- current sponsorship funding is 4550
- historically donated 500\$
- motion by Addison for 500 seconded by Robert census has been made
- aim for 5 categories for 100\$ each
- action: Nicola will be sending a poll out to have all board members and staff to choose which five categories the money will go to

5. Provincial AGM Report

- Ideas for OPIRG
 - Weekly co-working session, Tuesdays @ 3-5pm on a provincial level
 - our board could set up a weekly co-working meeting via zoom
 - Action Nicola will send a poll for that in the new year
- Collaborating with other Free Stores for COVID-19 adaptability (online marketplaces, furniture exchange, etc)
- Activist/other skill-building (e.g. Tools for Change)

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- Harm Reduction as Community Safety

<https://www.eventbrite.ca/e/harm-reduction-as-community-safety-tickets-129363264005>

- Including more mental health and crisis resources for OPIRG Peterborough Board and Members
- Community Gardens
 - maybe collaborate with groups who have community gardens who are being shut down
- Reviewing anti-oppression policies and developing an anti-racism action plan

General Updates

- **'President'**: Addison (OPIRG Peterborough)
- Collective Agreement Union Bargaining coming up in just over 1 year
- Regenesi and College PIRGs
- Nico joined Internal Development Collective
- Addison re-joined Finance Collective
- Important to specify OPIRG Peterborough on grant applications -- we should not be using Provincial PIRG unless "charity" status is required (this is a difficult designation to acquire). OPIRG Peterborough is only "non-profit" status
- Sam is amazing at Finances, we're working on getting more training for PIRG staff
- maybe discuss Trent Lands Plan next meeting

6. Funding opportunity CUPE 3908

- note that the funding is available
- it has been forwarded to the working groups

7. Ethics Policy Development Committee

- tabled for next meeting
- we currently do not have an ethics policy as for the work that we do
- asked for student staff to complete research ethics tutorial
- there is an ethic review board through Trent
 - maybe use theirs to structure ours
 - Lynne Davis is a great resource as she sits on the Board
- Motion to the table by Addison seconded by samm census has been met

8. Provincial Law (Social)

- Peterborough budget has been cut in social service
- Heidi is asking to write a letter for concern of this
- Heidi does not have the information will send for an e-motion when available

9. Rotation of note-taker and facilitation

- student staff have expressed interest since the board is nonhierarchical
- it is a great way to build skills and create a list and rotate the facilitator and the note-taker
- suggested that when the agenda is sent out that people interested can volunteer to take notes and the facilitator
 - could be nonefficient because no one will want to do it
 - would then fall back on the chair
 - should also have a fallback person that isn't the chairperson
 - Heidi will volunteer to be the fallback person to take notes

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10. December Break

- usually, go on break sometime in December after Exams
- last schedule hours for staff is December 9th
- action: Robert to send an email to see what everyone thinks
- tabled and will be e-motined will be made

Upcoming events

Other Business:

- newsletter
- any community events can be added contact Nicola

Check out the Next meeting TBA on December 15 or January 2021

In-Camera meeting

motioned by Heidi, seconded by Addison

*****Subject to change**