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### OPIRG Peterborough Agenda for February 3 2021 2:00pm

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

**Attendance:** Rob, Angela, Addison, Nicola, Samm, Diya, Alex Brown, Mohamed, Faith

**Regrets:** Sakina, Alexandria

#### **Call to Order: 2:06pm**

Time Constraints

Check in (Future capacity if applicable)

Land Acknowledgement and Discussion - Water, Snow, Nature, Community, Resilience. We are called to consider: Black History Month and Afro-Indigeneity, Sex trafficking and its connections to the history of slavery/colonization, Connecting to the land

#### Board Reports

Rob - Agenda, emails, attending Free Market working group meeting

Angela - SHE'S BACK :D

Samm - Reviewing website, Collective Agreement/policies, Facilitated Free Market meeting

Addison - Finance collective meeting(s), cheques signed

#### Staff Reports

Sakina

- Attended meetings for UHIP session.
- **UHIP Session to be hosted on Feb 10th, 2021**
- Met with Samm to discuss about AGM
- Started looking for sponsors and fundraisers for AGM
- Responded to emails
- Kept social media up to date.

Diya - Finished Student's COVID experience survey, emailed a number of ppl from Trent to ask for email distro lists (low success). Now connecting with individual Colleges. Editing feedback from survey.

Doing outreach about students and what they expect/know about OPIRG -- will handoff the task to Miranda.

Alex Brown - completing updates for Supermarket Tour text - primary focus until March. Goal to finish 2 weeks before end of contract to allow time to reformat the old document.

Miranda - Please note: Miranda's correct email address: [opirgptbovolunteer@gmail.com](mailto:opirgptbovolunteer@gmail.com)  
Alexandria-

Nicola - Amnesty International banking approved. Connecting with Sadlier House to create an Alternative Library like the other 'PIRGS. In addition to weekly Staff meetings and supervision, Placement Student meetings and supervision, and regular weekly/monthly financial and administrative duties.

- Applied for two Canada Summer Jobs Positions: Programming Coordinator and Special Events Coordinator, \$15/hour, 30 hours/week, 8 weeks contract
- Put together T4s
- Corrected RRSP payments
- In-camera meeting with Board
- Website is fixed
- Slack Orientation for Placement Students and Staff
- BLM Nogojiwanong has been officially accepted as a working group
- Only have 2 cheques left -- will need more signed next week
- Internal Development Collective outreach and planning for PBM
- Levy Council Meeting
- IWD Meeting
- Free Market Working Group meeting
- Meeting with TQC to plan for February Events
- Reminders for Staff to send Staff Reports
- Trent Amnesty International's letter to the bank has been submitted
- Training opportunities linked in Slack
- Slack How To is up in SadleirNet
- Talked to Matt from Sadleir House about housing the alternative resource library in collaboration with TQC and CWTP
- Will be sending out a Newsletter by the end of this week -- Please send anything you would like to be included
- Am working on figuring out Google Calendar: it would be good if people could add it as a Bookmark on their homepage (or download app on their phone) and turn on notifications for our Calendar. Some people do not have access so I am trying to troubleshoot. I have changed the Staff and Board Hours Calendar to just be "Staff and Board" I will make sure that any meeting links are updated to this calendar. To see Events etc, please subscribe to

the OPIRG Peterborough events calendar:

<https://calendar.google.com/calendar/u/0?cid=bjJqczk2amRnZzByNTVhZGdmcThqYm84cWdAZ3JvdXAuY2FsZW5kYXluZ29vZ2xlLmNvbQ>

Nicola's hours update:

- Friday afternoon off
- Monday, February 15th is Family Day (Holiday)
- PBM upcoming (February 20/21) -- would like to work schedule so that I am not working 11 days in a row
- March 9th

#### Placement Students:

Faith - promo, planning and hosting the Housing Event Panel, Attended workshop fr. Consent at Trent (notes provided on SLACK), Interview for Examiner with a photo op

Mohamed - Presented OPIRG on instagram LIVE for the Levies event, Also hosted an online Question booth, co-facilitating, planning and promo with Faith for Housing event. Interview for Examiner with a photo op

Approval of Agenda

*Samm motions, Robert seconds. Consensus.*

#### **Online Motions:**

*Motion to approve \$20 Event Sponsorship Request*

**Samm motioned** - Angela led discussion around not needing a motion for events pre approved.

*Motion to approve Trent Amnesty International letter for banking*

**Motioned by Samm, Seconded by Angela**

#### **Old Business:**

1. Approval of board meeting from December 2<sup>nd</sup> 2020 and January 21st 2021
  - a. *Rob motions to approve both sets of minutes pending the edits re: regrets and absences. Addison Seconds. Angela Abstains. Consensus*
2. Email expectations and Slack - [How to Use Slack](#)
  - a. Nico has drafted a "How-to" for Slack on [SadlierNet\(?\)](#) - can support one on one if necessary. Note that channels on Slack have little descriptions for clarity

Commented [1]: confirm

- b. Rob expressed concerns that some weeks people do not respond to email for a long time. Suggests we revisit how often we check our emails and decide on how many responses are needed before a motion is passed.
  - i. Reminding us of colour-coded system Red (very important - respond within 24 hours), Yellow (important - please respond), Green (general info, etc)
  - ii. Suggested created reasonable deadlines (or offering a deadline) for responding to emails

Ex: If a motion is proposed over email and we do not hear back for (5-7) days, then no response is considered an abstention.

- iii. Samm brings up concerns about non-responses on time-sensitive matters. Suggests 5 business days to respond to emails. Less people waiting for us.

*We unofficially decided 5 business days is a fair time to respond, with exceptions noted in emails for emergencies.*

- iv. Angela is concerned about volume of emails and multiple devices used to do OPIRG work - leads to emails getting lost, reduced responses.
  - 1. Slack was developed to attempt to mitigate this
- c. Motions should be made on email because they will disappear over time
  - 1. Same with important documents uploaded to Slack - Make sure you back up because they will disappear
    - a. Check Slack during office hours, minimum.

Consider when sending or CC'ing emails who is responsible for tasks and who needs to hear the info and who doesn't. Reducing/Removing small emails like "thanks" "ok" etc...

Alex leaves at 3:00 pm

- 3. Phone Bill and mobile (10 mins) [Single User Plans | Bell Business Mobility](#)
  - a. Nico is now authorized to make changes to bill - Budget is \$1200/year for budget expenses, Nico believes we go over this. Suggests we move to using a mobile phone, for things like COVID, and particularly because cellphone plans cheaper.
  - b. Nico has offered a phone, with no data. Suggested we use the phone plan allowance in CA for things that require data. (Checking notifications, Instagram LIVE, etc.)
  - c. Angela reminded us that we did decide to move to an organizational cellphone in the past. Consider purchasing cellphone using money in the budget (phone expenses)
    - i. We are not in contract with Bell, can cancel anytime. If we stay with Bell, can migrate phone number to cellphone
    - ii. Develop 3 options to put forward to board for next meeting.
  - d. Addison and Rob: ensuring Coordinator knows that it is not required to respond to cellphone out of office hours. Addison suggests paying extra for visual voicemail to make it easier to interact.

- e. Samm suggests we purchase refurbished or used. Or do minor repairs on a broken, donated phone with our budget.

**Action item:**

Nico will develop 3 options to put forward to board.

- 4. Workshops [Workshops Available - from lavalliejaydene@gmail.com](mailto:lavalliejaydene@gmail.com)
  - a. Is the board interested in having Jaydene do an online workshop as on OPIRG event? Suggested Honourarium (\$250-350).

What is the relevance in our community if talking from outside Nogojiwanong?

Ideal events:

*Consensus Decision Making (For Those Who Also Like Making Trouble)*

- b. Samm Suggests and Angela Agrees particularly with the idea that Nico can learn and bring back to our community, adding these teachings into our own Consensus Workshops

*Food As A Colonial Weapon: Starvation, Extinction, and Removal*

- i. Placement students interested, how can connect locally/globally??

*Anti-Oppression 101: Confronting Power and Inequity in Our Communities*

- ii. Diya believes this can work at all times, important - Broaden range and audience

*Land and Freedom: An Exploration of Indigenous Anarchism*

- iii. Addison's pick, Samm agrees.

*Watching Our Backs: Building a Culture of Security in an Age of Surveillance*

- iv. Angela and Samm interested

- c. What would we want to gain from these workshops? Potential for developing a Speaker Series for the community.
- d. Nico agrees that focus be on helping OPIRG ptbo and doing useful work in our community. Our role as a supporter of Activists and a way to help them build their skills.
  - i. Reminds her of **Tools for Change** series, bringing in a variety of folx
  - ii. Samm suggests we support one workshop and see how we like facilitator's style, offering possible opportunities for networking/speaker series

*Samm Motions to support **Consensus Decision Making (For Those Who Also Like Making Trouble)** workshop. Angela Seconds. Consensus. Angela Motions to support \$250 as an honorarium. Consensus.*

- Concerns about time limitations, Angela asks to move in-camera with Nicola. Robert Seconds. Consensus. Placement students and staff leave.

*Motion to move to In Camera by Angela, Seconded by Rob. Consensus*

In camera opened: 3:41pm

Motion to adjourn in camera: 4:54pm. *Rob motions, Angela seconds.*  
*Angela motions to move out of camera, Rob seconds. Consensus*

Meeting adjourned: 4:55pm

**Next Board Meeting:** March 3<sup>rd</sup> / 4<sup>th</sup> TBD