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OPIRG Peterborough Board Meeting Minutes

December 7th 2021 , 6:03 PM, Via Zoom

Minutes by: Jenn MacDonald

Facilitated by: Robert Gibson

Attendance: Nico Koyanagi, Robert Gibson, Addison Clermont, Jenn MacDonald

Regrets:

Announcements:

Called to Order: 6:02PM

Land Acknowledgement

Check-In

Staff Reports:

Nico Koyanagi, Coordinator:

- Meeting with Ev from the Seasoned Spoon to discuss potential collaborations
- Anti-O Training with Arthur Newspaper Staff on Nov 3, 2021 and follow-up
- Placement Field Visit with Ronda, BSW Faculty Supervisor
- Bookkeeping meeting with Sam from Sadleir House
- Discussed process of hiring new Admin Staff with Karly from LSPIRG
- Have been attending bargaining meetings with Provincial
- Sorting out Bell – they owed me \$500 for a deposit I made when I opened the mobile account. It has been returned to me!
- Organizing/supporting/promoting Divestment 101 event at the Seasoned Spoon (SS expressed this was their most attended event this year!)
- Attended Diversity Equity and Inclusion Network and advocated for BLM Nogojiwanong to be formally invited to attend
- Met with Tannis (Provincial Bookkeeper) and Maria (Internal Development Collective (IDC)) to conduct staff evaluation and feedback
- Attended levy council meeting

- Reached out to Working Groups RE: AGM Panel
- Confirmed Chief Returning Officer (CRO) for AGM (Sam MacAndrew)
- Have been attending bi-weekly IDC meetings as well as a monthly All-Collectives meeting for provincial. I have also been tasked with organizing a joint committee of folks from IDC and Chapter Support Collective to support the process of hiring a Provincial Coordinator for the network
- Met with Julia from Carlton University who reached out about potentially studying OPIRG Peterborough as a case study for her research on Indigenous solidarity work. I gave her context of the organization and some of my thoughts. She is planning to begin research in September 2022 and is currently just initiating contact with potential research participants.
- Coordinating with Free Market folks as they move things out of the office and into One City's basement
- Met with Accountant, Jennifer at BDO, to finalize our Year-End Review for 2020-2021. Everything has been submitted and they are working on processing our report.
- Attended initial Climate Action Network meeting Dec 7, 2021. This is a local group of organizations working towards climate justice.
- Met someone in the Conflict Resolution Training who is potentially interested in partnering on an Abolition Event for Black History Month.
- Student Staff are working on a series of events highlighting local Indigenous land defenders and activists regarding environmental issues

Additionally, I have been keeping up with social media, weekly staff meetings, placement student supervision, financial duties including bills, reconciliation, remittances, WSIB, union dues, payroll etc.

Kelsey Roote, Programming:

- Met with Ev and Nico about food intersection series and potential future collaborations
- Attended Indigenous gender equality workshop with KWIC
- Worked on December Newsletter
- Supported the Seasoned Spoon with #AllOutForWedzinkwa event
 - Did an Instagram live with Sreeja
 - Reviewed and edited phone script
 - Assisted with finalizing the social media posts

- Discussed ideas with Sahar for Indigenous speakers and environmental justice series
- Attended AGM planning meeting
- Created Consensus Training and Truth and Reconciliation vs Decolonization social media posts

Sreeja, Volunteer:

- Organizing staff and volunteer appreciation

Sahar Afroz, Special Events:

- Worked with Ev, Alyssa and Nico for a divestment 101 event
- Began correspondences with PARN for a harm reduction workshop in January
- Some research on previous AGMs
- Collaborating with Trent International to set up a winter clothing drive for January
- Began working with the International Women's Day Planning Committee as the liaison for OPIRG

Theresa Saver (BSW Placement Student)

- Theresa has been working on research regarding racialized international student experiences in Nogojiwanong. She has completed a literature review, ethics tutorials, a research proposal, and has now finalized her research questions as well as outreach materials. She will be launching her survey in January and hopes to compile the analysis thereafter. She also plans to host an event where racialized international students will be able to come together and hear about Theresa's research and share their own experiences in a safe space.

Board Reports:

Robert Gibson, Chair:

- Created agenda
- helped Free Market in move
- met with Nico
- attended divestment workshop
- shared information about divestment from fossil fuels and found out how to submit a FOI at Trent (Sustainable Trent is doing this).
- Followed municipal / provincial items that may be of interest.
- Checked emails followed up via slack with board member.

Addison Clermont, Provincial Liaison:

- Attended AGM Planning meeting
- Attended the Divestment event with sustainable Trent & seasoned spoon
- Attended multiple provincial meetings
- Signed paperwork so provincial's bank can be updated
- Attended multiple meetings re: how we relate to the land group

Jenn MacDonald, Staff Liaison:

- Edited posts for board recruitment
- Attended AGM Planning Session
- Attended the Divestment event with Sustainable Trent & Seasoned Spoon
- Sharing OPIRG events on socials
- Up to date with email and slack correspondence
- Relaying information about OPIRG to Peterborough Area Fundraisers Network about Anti-Oppression Workshops

Mikayla Livingston,

Approval of the Agenda:

Motion to approve the Agenda.

Motioned by Jenn. Seconded by Addison. Board consensus.

Passed Motions via Email/Slack:

No motions were made via email or slack.

Old Business:

1. Approval of Minutes for: [Nov 2, 2021](#)
Motion to approve the minutes for November 2nd.
Motioned by Jenn. Seconded by Addison. Board consensus.
2. Committee Roles
 - [Board portfolios & Committees](#)
 - To review for AGM
 - Policy Committee to meet before the AGM

- Most recent updates to policies are in saddle net with suggestions for further updates
 - i. Old placement student Faith did update the sexual assault policy
- **Action Item: Robert to send out when2meet for policy committee**

3. Annual General Planning Meeting

- [Nov 22, 2021 Meeting Minutes](#)
- Sam MacAndrew has agreed to be CRO
- Nico reached out to working groups to invite them to attend and participate in a panel discussion
 - i. BLM is confirmed, Rob is reaching out to Free Market folks, Sreeja will be reaching out to Amnesty International, Nico reached out to TQC
- Budget is still to be completed by Sreeja
- Save the date went out in newsletter
- Logistics still need to be figured out
 - i. Live streaming
 - ii. Communications & marketing plan
- Annual report needs to be created
 - i. **Action Item: Jenn to support with the annual report.**
- A financial report needs to be created
 - i. **Action Item: Addison and Nico to meet to create financial report**
- Rob will follow up to see if we need an additional meeting.

4. Update on hiring an admin position

- Nico chatted with Carly and gathered that it isn't as straightforward as we thought it would be. As the position would be taking on parts of the role of the Coordinator it would need to be a unionized position with unionized rate and benefits.
- If we want to pursue further it would be up to the board to communicate with CUPE.
- In the meantime, Nico is to start using quickbooks for payroll which will help alleviate capacity
- Sam MacAnd

5. Laptops

- We purchased laptops a few months ago
- Nico and Addison were in discussion about the laptops
- There have been some performance issues with the laptop Nico was using particularly when using zoom or live streaming.
- Addison is looking at maybe purchasing items to improve the quality of the laptops i.e. more RAM, hardware updates, etc.
- The processing of the laptops is the same
- Nico suggests looking at the value of maybe selling some of the laptops to purchase a higher quality laptop

- **Action Item: Addison to come prepared to the next board meeting with suggestions for laptop solutions.**
6. Green Dishes
- With in person events starting back up there is thought about re-launching Green Dishes in the spring
 - Robert suggests removing the restrictions on the web page to see if it garners interest
 - Robert also suggests matching the provincial guidelines for gathering capacity limits once we re-launch

New Business:

1. [Financial Update](#)
 - There is still \$4950 left in the budget for sponsorship
 - Nothing has been spent out of the event budget line (\$5000) - plans for events are in the works with Indigenous land defenders, and ideas around black history month.
2. Nico's Schedule
 - Nico was hoping to take a mental health day this Friday Dec 10th
 - Student staff will not be working beyond next week
 - Nico would like to take Dec 21, 22 for floating holidays
 - By the collective agreement unionized staff would be off Dec 23 - Jan 2
 - January 3, 4 as floating days and 5, 6, 7 as vacation days
 - Jan 31st - February 7th Nico is hoping to take a week of vacation
 - Nico will set up tasks for the student staff

Motion to approve Nicos request for floating holidays & vacation time as per the collective bargaining unit.

Motioned by Addison. Seconded by Robert. Board consensus.

3. Sponsorship Request: How We Are Related to the Land
 - The goal is to further support land and water defenders from the area while also speaking to the success they have had in the past
 - Idea is to create a booklet/pamphlet (similar to the supermarket tour books) to honour the land and water, to deepen understanding, love and kinship, and to ultimately uplift the voices, human and non-human, of this place we call Trent Lands.
 - The booklet will be open for submissions by local Indigenous communities, along with students and alumni etc.
 - The group is requesting \$800 to support paying for local artists to design the cover and centerfold artwork and layout fees.

Motion to support the How We Are Related to the Land with an \$800 sponsorship.

Motioned by Jenn. Seconded by Addison. Board consensus.

4. Sponsorship Request: Nogojiwanong Solidarity with Wet'suwet'en Nation Land Defenders Rally and March
 - This event occurred on November 20th, 2021
 - It was a solidarity action in support of Wet'suwet'en Nations sovereignty and shed light on the unlawful actions committed by the RCMP and Canadian Nation State during the period of November 19th-21st
 - They are requesting \$300 to pay knowledge keeper Liz Osowamick (\$100) and two speakers (\$50 each)

Motion to support the Nogojiwanong Solidarity with Wet'suwet'en Nation Land Defenders Rally and March with a \$300 sponsorship.

Motioned by Jenn. Seconded by Addison. Board consensus.

5. Sponsorship Request: "The Wheels Came Off" - Em Glasspool and Elvira Kurt
 - Professional artists, Em Glasspool and Elvira Kurt are looking to plan a 2 day workshop mid December which will include engaging members of the community with lived experience of addiction, homelessness and incarceration.
 - They are hoping to raise \$2500 through donations and sponsorship to be specifically targeted to fund the fees for community participants, for artist fees and travel, and for rental of accessible space and other materials.
 - Since their request, One Roof has donated space and refreshments for their event.

Motion to support the The Wheels Came Off workshop with a \$300 sponsorship.

Motioned by Jenn. Seconded by Addison. Board consensus.

6. Sponsorship Request: Reframe Film Festival
 - ReFrame is looking for a \$500 sponsorship to support the film festival
 - OPIRG Peterborough has a history of supporting ReFrame annually.
 - OPIRG gets featured logo, calls to action, info slide before every supported show, listing on funders page, shout outs online, 2 free tickets for each film

Motion to support the ReFrame Film Festival with \$400 sponsorship.

Motioned by Jenn. Seconded by Addison. Board consensus.

7. Sponsorship Request: International Women's Day
 - They are requesting any amount that OPIRG is willing to contribute.
 - KWIC is typically the main organizer
 - This year is to follow up on the Sustainable Development Goals
 - Sponsorship would go to supporting speakers, food etc.

Motion to support the International Women's Day with \$200 sponsorship.

Motioned by Jenn. Seconded by Addison. Board consensus.

8. [Sign On Letter - From Wet'suwet'en to Tkaronto We Demand an End to the Criminalization of Indigenous Land Defenders](#)
 - OPIRG Toronto was involved in the solidarity rally
 - Do we as an organization want to sign onto the letter

Motion for OPIRG Peterborough to sign on to the letter "From Wet'suwet'en to Tkaronto We Demand an End to the Criminalization of Indigenous Land Defenders".

Motioned by Addison. Seconded by Robert. Board consensus

9. Board Retreat
 - Nico will schedule a one to meet
 - Further discussion to be tabled after the AGM.
10. Arthur Newspaper Maps
 - Nico is suggesting supporting Trent Arthur by purchasing both of the maps to host in the office.

Motion to purchase both maps from the Trent Arthur Newspaper.

Motioned by Jenn. Seconded by Addison. Robert abstains. Consensus.

11. Research Proposal from Addison - tabled to next meeting.

Other Business:

1. N/A.

Check out

Next Meeting Date: Tuesday January 4th, @ 6PM

Motion to Adjourn:

Motioned to Adjourn the Board Meeting.

Motioned by Addison. Seconded by Jenn. Board consensus.

Adjourned at: 8:27PM

Upcoming Dates/Events:

- Thursday December 9th - Staff & Volunteer Appreciation @ Sadleir House 6pm
- Sunday December 19th - Employer Bargaining for Collective Agreement Meeting

Action Items:

- **Action Item: Robert to send out when2meet for policy committee**
- **Action Item: Addison and Nico to meet to create financial report**
- **Action Item: Jenn to support with the annual report.**
- **Action Item: Addison to come prepared to the next board meeting with suggestions for laptop solutions.**