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OPIRG Peterborough Board Meeting Minutes

March 1, 2022, 6PM, Via Zoom

Minutes by: Jenn MacDonald

Facilitated by: Robert Gibson

Time Keeper:

Attendance: Nico Koyanagi, Robert Gibson, Addison Clermont, Jenn MacDonald, Hannah Austin, Sreeja Jonnalagadda

Regrets:

Announcements:

Called to Order: 6:05PM

Land Acknowledgement

Check-In

Staff Reports:

Nico Koyanagi, Coordinator:

- Attended Ontario PIRG Provincial Board Meeting (February 12-13th)
- Bargaining meetings
- Coordinating BHM event: Omission and Exclusion of Black People in Canada's Past
- Facilitated BHM event, we had a good turn out!
- Field visit with faculty advisor and placement student (Theresa)
- Prepared for and facilitated Anti-Oppression Training for Habitat for Humanity ReStore Staff
- Feedback and support on two research projects: Assessing Queer Needs in Peterborough/Nogojwanong and Placing the Sale of PTBO's Distribution Inc. within Ontario's Broader Shift towards Privatization
- Communications Training with Tsuru for Solidarity (not as part of working hours, but was a very interesting training!)

- Learning more about how to correctly record Payroll, RRSP etc in QuickBooks
- Completed survey with Pinnguaq Association with support from Jenn – we will get \$500! Plus access to some interesting & relevant trainings

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

Board Reports:

Robert Gibson, Chair:

- sent agenda
- Looked into BIPOC term
- Sent info on Champlain Consultation to Nico
- Chaired meeting

Addison Clermont, Provincial Liaison:

- Attended provincial board meeting
- Attended bargaining meetings, still awaiting invitation by Union
- Attended multiple finance collective meetings in preparation for the PBM, and FAC de-brief afterwards
- Wrote non-disclosure agreement for the Trans Fund Administrator
 - Was appointed as the Administrator of the Trans Fund for Provincial board by FAC
 - Wrote call for submissions, email to solicit intentions to apply in order to establish estimated amount of \$ we'll have to pay
 - Established a google form for the aforementioned submissions
- Re-established an office hour for remainder of semester: Wednesdays @ 10am
- Attended BLM Nogo Black History Month Blowout
- Took Nico's Laptop to Reboot for a meaningful quote and chat re: our options for upgrades

Jenn MacDonald, Staff Liaison:

- Shared information about community survey regarding use of body worn cameras with Peterborough police

- Attended Omission and Exclusion of Black People in Canada's Past
- Attended BLM Nogojiwanong BHM Blow Out Event
- Completed employer survey for funding for staff training
- Attended an OPIRG led anti-oppression training at my workplace

Hannah Austin, Board Member:

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Kenzi Noble, Board Member:

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Approval of the Agenda:

Motion to approve the Agenda.

Motioned by Addison. Seconded by Jenn. Board consensus.

Passed Motions via Email/Slack:

1. Motion to approve Hannah Austin's appointment to the Board of Directors.

Motioned by Rob, Seconded by Addison. Consensus reached on February 16th, 2022

Old Business:

1. Approval of Minutes for: [Feb 8, 2022](#)

Motion to approve the minutes from February 8, 2022.

Motioned to table approval of minutes from February 8 until next meeting

Motioned by Addison. Seconded by Jenn. Board consensus.

2. OPIRG Laptops

- Addison took Nico's laptop to Reboot and got a quote on upgrades.
- This includes a 500GB SSD for higher processing capacity
- Doubling RAM \$70 + tax
- Cost of cloning harddrive is \$47 + tax
- New hard drive \$139 + tax
- Looking into acquiring a new camera
 - Jenn and Addison looked at Best Buy and they averaged \$100
 - Video conferencing kits (camera and mic) from \$130-\$250

- Reboot has 1080 external webcams for
- The only thing we wouldn't be upgrading is the processor
 - To upgrade this it would be \$366
 - Does not include a better mic
- Alternatively, we can look at upgrading to newer laptop
 - Comparable ones at Best Buy were double the price. 5580 or 5590 Dell Laptop. Avg \$600 - \$900
 - This would give us a better processor, better hard drive, and more RAM
 - Meant to endure 40+ hours of work
- Nico: doesn't know how fast the computer would be.
 - The 5580/5590 Dell Laptop - Does this one need a new camera or microphone?
 - If it's all going to be built in, that would be preferable.
 - Is there a trade in value?
- Addison: As it stands, he doesn't have authority to make financial decisions when Reboot requests without consulting the board.
- Nico:
- Robert: Is the number around \$3000 in budget in the same line as this item?
- Nico: The budget for facility and equipment cost is \$3500 which we haven't spent any.
 - There is a computer expense line for \$2000

Motion to give Addison and Nico the ability to make financial decisions about the laptops up to \$1500.

Motioned by Robert. Seconded by Addison.

3. Research Proposal

- Addison has a connection to someone who is working in the Mushkegowuk community which is experiencing high rates of incarceration including re-offenders. He wants to look at developing a research project in this territory.
- Tabled to the next meeting due to time constraints.

Action Item: Addison to disseminate information about the research proposal via email for board and staff to review for the next meeting.

New Business:

1. Health Benefits

- The health benefits package was just recently updated which means increased costs for our chapter of 40% of our current monthly expenses
- We have a line in the budget for Green Shield, but our current payments are still coming out of our contribution to the Provincial budget.

- We are being offered compensation for the increase in health benefits for this year and moving forward
- Nico: Would we like to take this top up, or are we okay to continue paying for the benefits as is.
- Addison: Our current surplus is high. Addison has some confusion as why our chapter is
- Hannah: When does the budget reset? Does the money carry over? How much did we lend, and how much of a deficit do we have?
 - End of year is September
 - The aim is to not carry funds over as a non-profit, but has been happening due to being conservative with our funds due to Student Choice Initiative and COVID.

Motion to refuse the surplus benefit offered from the Provincial PIRG.

Motioned by Addison. Seconded by Robert. Board consensus.

2. Champlain College

- There is a meeting tomorrow to discuss the naming of Champlain College.
- There was consultation surrounding the community's feelings about the name of the college.
- Robert: Do we want to send someone to this meeting as a representative?
- Robert may be able to attend the meeting and follow up with the board about any details.

3. Resignation of Board Chair, Robert Gibson

- Robert is planning to running in the provincial election
- Robert believes in the best interest for OPIRG he should step down as chair and wants to allow some time for training for the incoming chair person

4. Board Retreat

- Two sundays 13th, and the 20th
- Nico to follow up with more details.

5. Purchasing an office chair

- Is currently in the budget
- A quote from August 6, 2021 was \$345 (includes discount)
- There are chairs on sale at Brant Basics that we can look at.
- Nico is looking to see if we can commit to an ergonomic chair for her to use and review other office chairs in the future.

Motion to approve Nico an allotted amount of up to \$550 to purchase a new office chair.

Motioned by Addison. Seconded by Robert. Board consensus.

In-Camera Meeting:

No meeting requested.

Check out

Next Meeting Date: TBD at Board Retreat

Motion to Adjourn:

Motioned to Adjourn the Board Meeting.

Motioned by: Robert. Seconded by Addison. Board consensus.

Adjourned at: 7:24PM

Upcoming Dates/Events:

- International Women's Day March 8th - KWIC is hosting events.
- Free Market Working Group Pop Up - March 10 2-5pm @ Student Centre
- Community Movements Conference: "Displacement At Home & Abroad" - March 12th and 19th from 1pm - 5pm

Action Items:

- **Action Item: Addison to disseminate information about the research proposal via email for board and staff to review for the next meeting.**