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OPIRG Peterborough Board Meeting Minutes

July 12, 2022 , 6:00 PM, Via Zoom

Minutes by: Jenn MacDonald

Facilitated by:

Time Keeper:

Attendance: Jenn MacDonald, Addison Clermont, Nico Koyanagi, Liz Kieffer

Regrets: Robert Gibson

Announcements:

Called to Order:

Land Acknowledgement

Check-In

Staff Reports:

Nico Koyanagi, Coordinator:

- Bargaining
- Hiring New Provincial Coordinator
- TWSP Applications for 2022-2023
- Board Retreat Planning
- Hiring, onboarding, and admin work for new Programming Coordination - Welcome Elizabeth!
- Attended Levy Council Meeting
- Organizing the office space!!
- Attended provincial all-collectives meeting
- Fixing accounts in Quickbooks
- Getting up to date on finance and admin including paying outstanding union dues
- DEI Network Meeting

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

Liz Kieffer, Programming Coordinator

Things I Have Worked On

- Familiarized myself with OPIRG Peterborough Policies
 - AGM reports, code of conduct, by-laws etc
- Social Media
 - Created my introductory post for social media
 - Helped create a post introducing the re-launching of the Green Dishes program
- Newsletter
 - Helped put together the June 2022 Newsletter
- Website
 - Updated a few pages
 - Began to update Board of Directors, but still need bios from Kenzi and Hannah
- Research
 - Where to donate various items
 - Shelving options for the Green Dishes and Free Market items
- Began to prepare for Dis-O Week
 - Updated contact list
 - Updated Google Form for event proposals

Things I Will Be Working On

- Social Media
 - Create posts introducing various programs OPIRG Peterborough offers
- Research
 - Look into how other PIRGS approach sponsorship requests to hopefully help modify and solidify OPIRG Peterborough's sponsorship process

Board Reports:

Robert Gibson, Chair:

- Emptied Free Market bins
- attended planning meeting

Addison Clermont, Provincial Liaison:

- Provincial Strategic Planning
- Attended finance and internal development meetings
- Scheduled time to help Nico with office
- Bargaining preparation

Jenn MacDonald, Staff Liaison:

- Board Member Outreach
- Attended Free Market Meeting and shared notes with Liz
- Bargaining preparation

Hannah Austin:

Kenzi Noble:

Approval of the Agenda:

Motion to approve the Agenda.

Motioned by

Passed Motions via Email/Slack:

1. **Motion to ...**

Old Business:

1. Approval of Minutes for:

Motion to approve the minutes from [June 7 2022](#)

Motioned by:

2. Laptop Update
 -
3. Research proposal - Addison [tabled]
 -
4. **30 seconds of reflection**

New Business:

1. Free Market Revitalization Proposal
 -
2. Sponsorship Request Proposal
 -
3. **30 seconds of reflection**
4. Proposal to Support Elder Dorothy's Wheelchair GoFundMe
 -
5. Changes to 2022-23 Provincial Budget
 -
6. Nico's vacation
 - Nico is looking to take vacation from July 25 - Aug 8, 2022
 - Nico may also need time off the first week of September as she will be moving
7. Board Portfolios and Committees
 -
8. Interest in support Pro-Choice Rally
 - A community member is interested in hosting

Other Business:

1. Inquiry into partnership with the TQC re: municipal election [tabled]
2. Please read [By law 18-074](#) and article
3. Setting Date for Action Planning
4. Finishing the Bee Box

In-Camera Meeting:

Motion to move to in-camera.

Motioned by:

Adjourned in-camera meeting at:

Check out

Next Meeting Date:

Motion to Adjourn:

Motioned to Adjourn the Board Meeting.

Motioned by:

Adjourned at:

Upcoming Dates/Events:

-

Action Items:

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