



OPIRG BROCK 2019-2020 MINUTES



MEETING LOGISTICS

Date: December 16th 2019

Time: 5:30PM - 7:30PM **Location:**

Co-Facilitators: Eli & Kerry

Minute Taker: Kerry

Mood Minder:

Present: Winnie, Eli, Kerry, Bhonita, Sarah Fraser, Elizabeth

Absent: Bukky

AGENDA

1. **Introduction to meeting: Land acknowledgement, Labour acknowledgement, Accessibility Notes, Review of Group Norms**
2. **Check-in/go around: Names & pronouns**
 - Eli Quirk (they/them), Sarah Fraser (she/her), Elizabeth Fraser (She/her), Winnie Murombedzi (she/her), Kerry Duncan (they/them), Bhonita Singh (she/her)
3. **News Headlines**
 - St. Catharines Standard Article about female firefighter that is shitty
 - Genocide of Uighur people in China
 - March of the Red Umbrellas Tomorrow 6:30-9pm at the Westview Christian Fellowship
4. **Review of the agenda**
 - Explained
5. **Financials check-in**
 - None
6. **Email decisions summary**
 - None
7. **Approval of previous meeting's minutes**
 - **Previous Meeting Nov 15**
 - Proposal (Bhonita): Approve the Nov 15, 2019 meeting minutes

- Decision: Consensus
- Bukky's feedback:
- Task: Kerry show Eli how to add the signatures and post

8. Clearing of the air

- Move this to the end

9. Community Opt-Ins

- Lauren Corman (previous member)
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Moe Constantine
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Emily Green
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Kaho Nishibu
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Kostyn Petrunick
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Gavin Fearon
 - Proposal: Approved (Consensus)
 - Decision: Consensus
 - Bukky's feedback:
- Task: Kerry follow up with these members to let them know the payment process
- Task: Kerry post about memberships and send a reminder email to members

10. Board reports

- **Bhonita-**

- For open Accountability process, committee is currently in communications with lawyers and parties
- Lawyers have not yet replied so going to follow up in January
- Volunteered at the Free Store
- Reviewing Provincial emails

- **Eli**
 - Joined as a member and Board member last month
 - Sent out dates for Board Meetings until next December
 - Met with Kerry, and they helped me transitioned with a binder
 - Sent out agenda
 - Volunteered at Free Store
 - KOBA Meeting
 - Going to sell discount cards
 - Sent message to Kecha
 - Got access to Board account

- **Winnie**
 - Finance committee met 3 weeks ago and last week
 - Discussed ways of keeping OPIRG alive
 - Took 10 Cards to sell
 - Finance and Human Resources need to deal with things

11. Staff reports

- **Kerry**
 - Working on the KOBA planning
 - Committee meetings
 - Community meetings
 - Planning future programming
 - Pride Week (Film, Concert)
 - Film Series at the PAC with SKC
 - Anti Oppression Workshop Series
 - Placement supervision
 - Outreach team (3 Public Health)
 - Sent out a Community Supports Survey to over 100 organizations, groups, projects, and people
 - Tabled weekly at Brock
 - Naloxone Harm Reduction Trainings (2 Public Health)

- Hosted 2 trainings - 1 at MIW, 1 in SJC with good attendance
- Grants Research (1 Public Health)
 - Still waiting on the follow up research
- Fundraiser Developer (1 Public Health)
 - Research, created, and launched our Patreon account
- Niagara Social Justice Coalition (3 Public Health & 1 CPCF)
 - Did research for a Public Health focused social media series
 - Were on a panel focused on Ford and Public Health
- Niagara Reproductive Justice (1 Women & Gender Studies)
 - Working on the organization's core team and outreach team to help expand their work
- OPIRG Brock Publications (1 Women & Gender Studies)
 - Researching getting funding to have a project focused on community publishing and doing a publication of the Coming Out Monologues
- Free Store (1 Geography & Tourism)
 - Coordinating the Donations and Events Teams
- Free Store as part of the Shop Small Market Crawl (once in September, once in Nov)
- Went to the Provincial meeting (with necessary follow up) and have been doing follow up calls with the Chapter Support Collective
- Presented at the OPIRG York Board on rights and responsibilities

12. Items brought forward:

- Provincial Budget fees & Provincial Updates & IACLEA
 - OPIRG York has been having issues
 - Provincial had to call a lawyer to deal with \$3500
 - Proposal: the OPIRG Brock Board of Directors approves Provincial use \$3500 of Provincial money on a lawyer (retainer fee)
 - Decision: Approved
 - Bukky's feedback:
 - Task: Kerry follow up to make sure all approvals are passed along to Provincial
 - Task: Bhonita will draft a letter on behalf of our Board to York Board and send to everyone for review
 - Proposal : Approve 3% Provincial Fees for the 2020-2021
 - Because our income is \$0 and has been since 2018, we are slated to receive equalization payments (Provincial fees are received and disbursed based on a formula where PIRGs with more money pay more so that PIRGs with less can receive a payment back)
 - At the 3% rate, we will receive \$2,037.32

- There wasn't the option to advocate for a higher rate because of the financial precarity of the other PIRGs (all of who are impacted by SCI)
- Decision: Approved
- Bukky's feedback:
- Task: Kerry or Bhonita communicate with Provincial that we have approved the 3% rate
- IACLEA is a private security association that has emerged at Laurier, which is concerning for many reasons as their policies include the option of arming these security guards and potentially building a detention space. These security guards are called Special Constables and are most often in plain clothes
- All chapters were tasked with following up to see if IACLEA Special Constables are working on our campuses - they are at Brock (we had one of them come to a Free Store).
- Task: Kerry continuing to follow up with HRE to get access to the Brock Special Constable guidelines

-New Board Member Outreach

- Board Members Needed
- Proposal: Board formally accept Kecha's resignation
- Decision: (Sad) Approval
- Bukky's feedback:
- We might need to consolidate portfolios (potentially putting Community/Campus Liaisons into one
- Task: Eli can send everyone Board Portfolios
- Task: Eli go through Board Account and reply to necessary emails
- Kerry can promote generally to let people know there are spaces on the Board, what that entails, and put it on social media
- Task: Bhonita follow up with Taylor Beckett
- Task: Winnie contact Mutsa
- Task: Eli follow up with Alex from the Board account about past application

-Niagara Social Justice Coalition

- January 15, 3-5pm is the first public coalition meeting - still deciding on a location
- Task: Eli will sit on coalition as part of the Community Liaison Committee

13. Committee Updates, Feedback, Goals, & Proposals

- Finance

- Paypal has been set up and linked to the website

- Patreon has been launched
- People are now selling discount cards
- Actuals show that end of January is the time we need to lay off staff
- Task: Winnie working with the union to figure out obligations and options (needs to include discussion with union and Kerry on what would be best)
- Task: For Jan 21 Board Meeting, we need to review a staffing proposal that offers options

- Communications

- Has not met
- There needs to be a reassessment of how to make this committee work
- Task: We need to come up with a posting schedule

- Accountability

- Doing follow up with the lawyer and past employees
- More discussion needs to happen in-camera

14. New Items:

- Keep OPIRG Alive Campaign Updates
- Board Fundraising Proposal
- Proposal: that the board approves the 5 [Board KOBA fundraising proposals](#)
 - 1. KOBA Team Breakdown
 - Decision: Consensus
 - Bukky's feedback:
 - 2. Board Responsibilities in KOBA
 - Decision: Consensus
 - Bukky's feedback:
 - 3. Patreon Perks
 - Includes adding voting rights to Action Groups and Business Members at the AGM
 - Will include adding some programming that had been in the long term visioning anyway
 - Decision: Consensus
 - Bukky's feedback:
 - 4. Fundraising Events
 - **Monthly Raffles** (First one is Jan 20 at Brock Pride Concert)
 - One of the KOBA teams is devoted to this

- Helps us with promoting shopping local
- Decision: Consensus
- Bukky's feedback:
- Task: Need to figure out how tickets will work
- **Ticketed dinner organized by the Board**
- Targeting audience that wouldn't necessarily come to other OPIRG fundraisers
- Task: Board must bring an event proposal to the Jan 21 Board meeting including plan for date, location, budget, food plan, promo plan, ticket selling plan
- **Telethon style concert at Warehouse in May**
- 80s/90s themed
- Goal would be to have a 12 hour ongoing fundraiser where people can call in/ text in to send money and that we would film it PBS style (probably on a livestream)
- Let's us engage all of the artists and musicians we know in downtown to help with fundraising
- Decision: Consensus
- Bukky's feedback:
- Task: KOBA team needs to bring an event proposal to the February 18 Board meeting including plan for date, location, budget, promo plan, ticket selling plan
- 5. KOBA Marketing Materials
 - Ran out of time, so need to send via email or deal with at next meeting
- Task: Kerry do the follow up with all of the KOBA teams to delegate the work

- Programming Updates

- Task: Kerry send list of programming via email to everyone
- We have been good about doing events that only costs us staff hours and not additional budget
- Task: Kerry needs to report the costs that she is incurring especially for marketing and travel/ gas
- Task: Before Jan 21 Board Meeting, Kerry must submit all past receipts/ expense forms and/or build a costing sheet for all past expenses she has incurred
- Task: At Jan 21 Board meeting, we will need to look at how to readjust capacities around programming
- Task: For Jan 21 Board meeting, Kerry must bring a staff breakdown of what is needed for programming (including placement supervision)

15. Next Meeting (Jan. 21st 5:30pm-7:30pm at PLN)

- Location/ Space Update
- DART main stages and casting
- Official Officer elections needed for CRA (President, Vice President, Secretary, Treasurer)

16. In camera agenda points:

- Free Store
 - Martin Moontoos came to the last Free Store and would not leave after being asked several times
 - He had been lingering around the Free Store, asking people about why they thought OPIRG was useful and why we had all of our policies (assuming he was referring to the Safer Space Policy)
 - He would not leave and insisted on talking to Kerry about why he was not welcome in the space
 - He was told that if he had a problem, he should talk to the Board
 - He insisted that he never received an email from any OPIRG Board that he was banned from OPIRG
 - He in general speaks in monotone calm voice to try and convince people that he is being rational and the people getting angry are attacking him
 - Eventually security has asked to intervene
 - This incident was especially dangerous because an IACLEA Special Constable showed up and it because we don't know their standards (and only Kerry new about Special Constables)
 - This proved especially stressful because Bhonita, Kerry, and Christian were the ones being called unreasonable and attacking (by Martin)
 - Process forward: Filing new Incident Reports, so that we have clear documentation
 - Follow up is happening with some folks previously involved with Food Not Bombs and OPIRG on filing these reports
- Staffing Hours
 - At the Finance Committee, it was strongly recommended/ decided that Kerry needs to be putting majority of hours (25-27 per week) into fundraising efforts and that any additional parts need to be done on a voluntary basis
 - Adjustments are going to need to be made to look into how potentially reduce Kerry to 0 hours (their preference) or if we are required to lay them off

Task List

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- Task: Communications Committee needs to come up with a posting schedule
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Board Approval:

Board Member 1

Name: Bhonita Singh

Date Approve: January 21, 2020

Signature:



Board Member 2

Name: Olubukola Soliu

Date Approved: January 21, 2020

Signature:

