



# OPIRG BROCK 2019-2020 MINUTES



## MEETING LOGISTICS For OPIRG Brock BOD

**Date:** May 5, 2020 **Time:** 5:30PM - 7:30PM **Location:** Google meet

**Co-Facilitators:**

**Minute Taker:**

**Mood Minder:**

**Present:** Kerry, Kate, Patrick

**Absent:**

## MINUTES

1. Introduction to meeting: Land acknowledgement, Labour acknowledgement, Accessibility Notes, Review of Group Norms
2. Check-in/go around: Names, pronouns, how you are feeling entering the meeting
3. News Headlines
  - a. Online rally for Wet'suwet'en tomorrow
4. Review of the agenda
5. Approval of previous meeting's minutes
  - Proposal #1: Approval of meeting minutes from April 14, 2020
  - Board decision: Approved (Bhonita, Kate, Patrick)
  - Daniela: approved
  - Bukky:
6. Email decisions summary
7. Community Opt-Ins
8. Board reports
  - Bhonita:
    - Drafted emails
    - Kept up with provincial emails
  - Patrick:
    - Nothing to report
    - Emails
  - Kate:

- Took minutes
- Emails
- Bukky:
- Daniela:

## 9. Volunteer reports

- Kerry
  - Followed up with members who haven't paid memberships yet
  - Checked in with Vanessa about updated finances
  - Updated the website using our branding and with updated COVID content
  - Developed a list system and submission form for COVID-19 content
  - Website edits are still ongoing
  - Following up with people who have inquired about Free Store donations
  - Emailed MaryBeth about OPIRG potentially being involved in the development of the Niagara Social Justice Forum course
  - Submitted the Culture Days Update Survey
  - Wrote and submitted an endorsement letter for the OutNiagara LGBTQ2 Community Capacity Grant, which could get OPIRG funding as a partner in their project - a Community Needs Survey that will employ us through the Niagara Skills Network
  - Followed up with Leela at HRE about Women's Campus Safety Grant
  - Managed the Eventbrite for the Janice Jo Lee Workshop, which was sold out (free) and attended the workshop - there was a lot of positive feedback

## 10. Committee Updates, Feedback, Goals, & Proposals

- Finance:
  - Bhonita's updates from Provincial
    - Meeting in February approved 5% equalization payment
  - **Proposal #2: Approval of OPIRG Provincial budget fee amendment from 3 to 5%**
    - **Board decision: Approved (Bhonita, Kate, Patrick)**
    - **Daniela: approved**
    - **Bukky:**
  - **Task: Bhonita follow up with Provincial**
  - The Coming Out Monologues - so far, there are 3-4 submissions. We are waiting for the new Women's Campus Safety Grant Application to come out to apply for contributor honorariums which will help get submissions
  - Finance Report
- Communications
  - Web updates are ongoing, but importantly the homepage is redone and we have up-to-date COVID-19 content now
  - Task: Kate and Daniela, please send in bios

- Task: Everyone contribute to the COVID-19 links through the [Submission Form \(https://forms.gle/7fxw32io3AgDmKAY9\)](https://forms.gle/7fxw32io3AgDmKAY9)
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- Accountability
  - Lawyer cant send documents because they are unrepresented
  - Bhonita is going to email them, and scan and send back or mail back.

#### 11. Items brought forward:

- Bukky's position on the Board of Directors
- **Proposal #3: Remove Bukky from Board**
  - **Board decision: Approved (Bhonita, Kate, Patrick)**
  - **Daniela: approved**
- Task: Pat will send email to Bukky from Board account**

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#### 12. New Items:

- Kerry's Termination Letter for OPIRG Provincial
  - From Tannis: "This letter is OK but not quite what we need - we need a letter to indicate the exact dates for terminating benefits and/or reinstating them with a signature from the Board member. Are you able to do the signature digitally?"
  - **Task: Kate will send email**
- Involvement in In the Soil
  - From ITS Planning team: "Also, you mentioned a workshop idea around upcycling food scraps and/or something related to the role of the Free Store in the community right now. Or the comedic style commercials advertising donations could also happen during this slot. Lots of ideas. Can you propose something concrete by Thursday night? The ITS committee is building the schedule this week."
- Culture Days Update
  - Survey resubmitted, still considering OPIRG involvement. More updates to follow
- Statement supporting Laura Ip
  - **Proposal #4: Post statement**
    - **Board decision: Approved (Bhonita, Kate, Patrick)**
    - **Daniela: approved**
  - **Task: Kerry will make statement**
- Board Meetings going forward/ Roles with Kerry laid off
  - Task: Kerry will develop job list to discuss at next meeting
  - Board decides to have one meeting per month
- Board training materials for summer
- OPIRG Brock campus garden plots

- We are allowed to use them as long as we follow the following guidelines:
- Keep your physical distance – 6 feet minimum
- Wash your hands often
- Disinfectant will be supplied in the shed for the shared tools. Disinfect the tools prior to use and after you use them. Spray the tool down and leave to air dry.
- Only two gardeners working in an individual plot at one time while keeping your physical distance unless people share a household.
- Follow calendar dates that are even or odd numbered that correspond with your plot #'s to help keep the numbers of people down in the garden. Even numbers of plots garden on even dates and odd numbers of plots garden on odd days.
- Be safe

**13. Next Meeting:** June 9 at 5:30 pm

#### **DECISION SUMMARY**

**Proposal #1: Approval of meeting minutes from April 14, 2020**

**Board decision: Approved (Bhonita, Kate, Patrick)**

**Daniela: approved**

**Proposal #2: Approval of OPIRG Provincial budget fee amendment from 3 to 5%**

**Board decision: Approved (Bhonita, Kate, Patrick)**

**Daniela: approved**

**Proposal #3: Remove Bukky from Board**

**Board decision: Approved (Bhonita, Kate, Patrick)**

**Daniela: approved**

**Proposal #4: Post statement about Laura Ip**

**Board decision: Approved (Bhonita, Kate, Patrick)**

**Daniela: approved**

#### **TASK SUMMARY**

- Bhonita follow up with Provincial (budget fee amendment)
- Bhonita email vanessa (accountability )
- Kate replies to Vanessa about signing authority
- Kate and Daniela, please send in bios
- Everyone contribute to the COVID-19 links through the [Submission Form](https://forms.gle/7fxw32io3AgDmKAY9)  
(<https://forms.gle/7fxw32io3AgDmKAY9>)

- Bhonita will email Vanessa about address
- Pat will send email to Bukky from Board account
- Kate will send letter to Provincial about LTD
- Kerry will make statement
- Kerry will develop job list to discuss at next meeting

**Board Approval:**

**Board Member 1**

**Name:** Bhonita Singh

**Date Approve:** March 31, 2020

Signature:

A handwritten signature in cursive script, appearing to read "Bhonita Singh".

**Board Member 2**

**Name:** Kate Spiegel

**Date Approved:** March 31, 2020

Signature:

A handwritten signature in cursive script, appearing to read "Kate Spiegel".