



OPIRG BROCK 2020-2021 MINUTE



MEETING LOGISTICS

Date: October 26, 2020 Time: 5:30-7:30pm Location: Google meet

Facilitator: Kate

Minute Taker: Fiona & Kerry

Timekeeper: Pat

Participants: Kate, Kerry, Fiona, Pat, Bhonita

AGENDA

****PLEASE PUT YOUR NAME IN BRACKETS NEXT TO ANYTHING YOU ADD TO THE AGENDA**

Regular items

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, Upcoming Niagara Events, Resource Recommendations**
 - Tomorrow the OFL is hosting a [Solidarity Caravan to Support 1492 Land Back Lane Land Defenders](#) in Hamilton
 - NRJ webinar: [Sex, Drugs, & Narcan](#)
 - Bhonita is doing 3 anti-oppression workshops with SJC next week
 - Nov 2nd: [Jerk Seasoning & Curry Powder](#)
 - Nov 5th: [Sex Work is Real Work!](#)
 - Nov 6th: [Unpacking Fat Oppression](#)
 - Also, on Nov 5th: [AN EVENING WITH IVAN COYOTE - Neither, Nor: How to Circumnavigate the Gender Binary in Seven Thousand Easy Steps](#) (We had been involved with the original planning of this event)
4. **Review of the agenda**
5. **Approval of previous meeting's minutes**

Proposal #1: With following edits, approval of meeting minutes from [September 15, 2020 Public Board Meeting Minutes](#)

Edits:

 - Under the Email decisions summary, the dates and email title needs to be added in
 - Add a decisions summary and task summary
 - Task: Kate add decisions summary, task summary, and dates and email titles

Board decision: Approved (Bhonita, Kate, Fiona, Pat)

Daniela's decision:

Proposal #2: Approval of AGM meeting minutes from [2020 OPIRG Brock AGM Minutes](#)

Board decision: Approved (Bhonita, Pat, Kate, Fiona)

Daniela's Decision:



OPIRG BROCK 2020-2021 MINUTE



6. Email decisions summary

- **Proposal #3:** Confirm that on October 8 the Board of Directors approved a decision to reduce Kerry Duncan's hours as the Volunteer, Planning, & Training Coordinator at 17.5 hours per week starting on October 18, 2020 in the email [HR Decision - reply asap]
 - **Board Decision: Approved (Kate, Fiona, Bhonita, Pat)**
 - **Daniela's Decision:**

7. Community Opt-Ins

- No new opt-ins
- December 1st, we will be sending out information about membership renewals for the 2021 year

8. Board reports

- Bhonita
 - signed signing authority forms
 - attended AGM and took minutes
 - Provincial AGM coming up, keeping up with provincial stuff
 - Task: Bhonita send out doodle for Accountability Committee Transition meeting
- Daniela
 -
- Kate
 - facilitated AGM
 - supported online market
 - accountability stuff
 - set up HR meeting
 - became signing authority
 - made graphics for ANRP/BCA coalition
 - shared cupe graphics on opirg instagram
- Pat
 - responded to emails
 - NTU stuff
 - AGM
- Fiona
 - went to HR meeting
 - organized storage locker with Mo and Kerry
 - NTU stuff
 - NRJ meeting, posted on facebook page
 - no new fighter jets meeting
 - supported online market

9. Staff reports

- Kerry



OPIRG BROCK 2020-2021 MINUTE



- Sent out confidentiality report & Vanessa information
- Set up minutes at the AGM
- AGM powerpoint & report
- Delivered Ash's cheque
- Reformatted/ updated the Monthly Finance Report & Annotated Board Agenda
- Finished the online market: posts, raffle, etc.
- NSN: redid survey
- Made the event for next reading group
- Organized the storage locker with Fiona & Mo
- ivery to WesUpdating the website
- Working on the constitutional review to send to Provincial
- Built plan for DisOrientation Guide

10. Committee Updates, Feedback, Goals, & Proposals

- Finance:

- Go through financial updates & [OPIRG Brock Monthly Finance Report October2020](#)

- Communications

- Standard OPIRG Brock linktree is now re-linked on IG
- Currently have 953 (+57) IG followers, 594 (+9) FB Page likes, 205 (+3) friends on FB person, 156 (+1) followers on Twitter, 98 (-74%) unique visitors to our website (span of a month)

- Accountability

- Bhonita is going to send out doodle for accountability specific meeting, week of Nov 8th

- Special Project Coalition (Defund NRP)

- Next [Abolish the Police: An Online Reading Group \(3\) + Narcan training](#) is this coming Thursday
- Working on alternatives 911 campaign, looking cool
 - Could we have events in align, specifically theme reading group related to that
 - What do community alternatives look like
 - Potentially launch in tandem with Harm Reduction as Community Safety event

- Grants & Fundraising

- see finance report

11. Items brought forward:

- **Discussion:** Cross Culture Kids Niagara
 - They messaged us on IG in July asking about how to find out about proposals they have sent in
 - No one has any records of these proposals (Board or staff accounts)
 - Ideal: We (maybe the Partnerships Liaison) message them on IG apologize for not responding and ask them to email us at Kerry's email the proposal/ most recent proposal so the new Board can address their request properly
 - Task: Kerry respond with the above idea

12. New Items:

- **Supporting Brock SJC referendum**



OPIRG BROCK 2020-2021 MINUTE



- Voting this week happens Tuesday, Wednesday, and Thursday. Only undergrads can vote, and they need to check their Brock email
- [Vote YES to the Student Justice Centre \(SJC\) Facebook Event](#)
- **Task:** Everyone invite all undergrads you know and message them about voting and inviting people to the Facebook event
- Message undergrads and/or folks you know who know undergrads about voting and getting the word out
- We are going to make a post tomorrow about everyone checking their emails and voting. Please share this on all of the platforms and groups
- **Task:** Kerry write post for FB that tags the event & SJC, tells undergrads to check their emails, and that can be shared to various platforms
- **TDOR Planning Committee**
 - Does/ can anyone other than Kerry join this planning committee? (It used to be a Board member)
 - Planning meeting is Nov 5, 6-7pm
 - Task: Kerry connect board members with committee
- **Addressing Board Vacancies**
 - **Proposal #4:** We add an open callout to the OPIRG Brock website that can be filled as soon as possible and will not close until we have 2 more Board members
 - **Decision: Approved (Fiona, Kate, Pat, Bhonita)**
 - **Daniela's Decision:**
- **Board Roles (Portfolios) & Support People**
 - We need to choose, 2 will be vacant.
 - Recommendations:
 - Bhonita remains as Provincial Liaison
 - Kate remains as the Treasurer & at least support on HR
 - Roles (list main person & support person/people):
 - Provincial: Bhonita
 - HR: Kate as support person
 - Board Facilitator: Pat
 - Finance: Kate & Fiona
 - Volunteer Liaison:
 - Fundraising & Grants: Fiona
 - Partnerships Liaison:
- **Board Committees**
 - We need to choose who will be on which committee:
 - Finance: Kate, Fiona, Kerry, Vanessa
 - Communications: Kerry, Kate (because she loves kicking cops on Canva), Fiona
 - Accountability: Everyone
 - Anti-Racism Action Plan: Pat, Bhonita, Kate
 - Grants & Fundraising: Fiona
- **Board Positions (CRA)**
 - Proposal #5: OPIRG Brock maintains the list of official officers as:
 - President: Daniela



OPIRG BROCK 2020-2021 MINUTE



- VP: Bhonita
- Secretary: Patrick
- Treasurer: Kate
- **Board Decision: Approved (Fiona, Bhonita, Kate, Pat)**
- **Daniela's Decision:**
- **PACHRED (Bhonita)**
 - Task: will send out email to contact person (Shannon Kitchings)
 - Task: will start going to meetings
 - there is a timeline of events, will input our events
- **Group Norms**
 - We need to establish a list of group norms in addition to our current consensus practices and meeting schedule
 - Email/ Slack response times: 2 days vs. 3 days
 - Accessibility Needs (ex. Starting 5 minutes late, leaving space for silence)
 - Agreed to 3 day response time for now
 - Agreed to move the larger discussion of group norms to next meeting
- **Proposal #6: Free Store Proposal:**
 - Part 1: We create an online inventory (base already exists) where people can reach out to us for items, and then have a monthly pick up (ideally at Start Me Up or Fine Grind)
 - concerns about time and setup
 - Board Decision: Approved (Fiona, Kate, Pat, Bhonita)
 - Daniela's Decision:
 - Part 2: We reopen donations but do not accept clothes unless it has been washed prior to donation, the donator does a COVID-19 screening, and/ or the person is already involved with OPIRG Brock (so we can act as their reference)
 - Screening (survey) for all donators
 - quarantine donations
 - Board Decision: Approved (Kate, Fiona, Pat, Bhonita)
 - Daniela's Decision:
 - Part 3: We run a Free Store resources campaign/ make Free Store related materials that people can utilize at home (ex. Getting rid of culturally appropriative decorations/ nationalist clothing, upcycling plant scraps, etc.). This can be a project for volunteers.
 - Board Decision: Approved (Pat, Kate, Fiona, Bhonita)
 - Daniela's Decision:
 - Part 4: We pursue Free Store specific sponsorships that would help with the operational costs (similar to the sponsorships for the DisOrientation Guide). This would be tasked to the Grants & Fundraising Committee
 - Board Decision: Approved (Fiona, Kate, Bhonita, Pat)
 - Daniela's Decision:
- **Community Activism Toolkit Series Proposal**
 - **Proposal #7:** OPIRG Brock hosts a regular webinar series called "Community Activism Toolbox" that will have us partner with our action groups/ community partners on useful activist skills. This series will be part of the NSN programming/ services and be open to anyone. This series will be our primary



OPIRG BROCK 2020-2021 MINUTE



programming (in addition to fundraisers and community partnerships) for 2021. The partners for this series will be our action groups and NSN members (focused on minimizing costs/ collaborating with work already happening)

- Questions:
 - Should these be recorded for our own records, granting information, and if someone can't attend?
 - great idea, could synchronize with alternatives to 911 campaign
- **Board Decision: Approved (Kate, Pat, Fiona, Bhonita)**
- **Daniela's Decision:**
- **Updates on Programming:**
 - November 17, we will be co-hosting a webinar with Positive Living on Harm Reduction as Community Safety. Details need to get approved by the ED at PLN, and then there will be more info
- **Board Training/ Transition**
 - Still working on the A-Z document
 - You will be receiving content in the coming weeks about training/ transition
 - I am working on a curriculum for meeting-style trainings and online drop-in and co-work hours
 - We will be setting up a schedule for the Feedback & Concerns Liaison position (rotates amongst everyone)

13. Next Meeting: Monday November 30, 2020

- Group Norms

14. In-camera agenda points:

-

Decisions Summary:

- **Proposal #1:** With edits, approval of meeting minutes from [September 15, 2020 Public Board Meeting Minutes](#)
 - Board Decision: Approved
- **Proposal #2:** Approval of AGM meeting minutes from [2020 OPIRG Brock AGM Minutes](#)
 - Board Decision: Approved
- **Proposal #3:** Confirm that on [INSERT APPROVAL DATE] the Board of Directors approved a decision to reduce Kerry Duncan's hours as the Volunteer, Planning, & Training Coordinator at 17.5 hours per week starting on October 18, 2020 in the email [HR Decision - reply asap]
 - Board Decision: Approved
- **Proposal #4:** We add an open callout to the OPIRG Brock website that can be filled as soon as possible and will not close until we have 2 more Board members
 - Board Decision: Approved
- **Proposal #5:** OPIRG Brock maintains the list of official officers as listed above for the CRA
 - Board Decision: Approved
- **Proposal #6: Free Store Proposal:** See parts one through four as listed above.



OPIRG BROCK 2020-2021 MINUTE



- Board Decision: Approved
- **Proposal #7:** OPIRG Brock hosts a regular webinar series called "Community Activism Toolbox" that will have us partner with our action groups/ community partners on useful activist skills.
 - Board Decision: Approved
- Agreed to 3 days response time to emails/slack messages, larger group norms discussion moved to next meeting

Task Summary:

- Kate add decisions summary, task summary, and dates and email titles to September 15th meeting minutes
- Bhonita send out doodle for Accountability Committee Transition meeting
- Bhonita contact Shannon Kitchings for PACHRED and start going to meetings
- Kerry to message Cross Culture Kids Niagara on IG apologize for not responding and ask them to email us at Kerry's email the proposal/ most recent proposal so the new Board can address their request properly
- Supporting SJC Referendum
 - Everyone invite all undergrads you know and message them about voting and inviting people to the Facebook event
 - Kerry write post for FB that tags the event & SJC, tells undergrads to check their emails, and that can be shared to various platforms

Board Approval:

Board Member 1

Name: Bhonita Singh

Date Approve: December 7, 2020

Board Member 2

Name: Kate Spiegel

Date Approved: December 7, 2020

Signature:

Signature: