

Waterloo Public Interest Research Group

Board of Directors Meeting – Date: September 6, 2016 Time: 1pm

Directors: Swetha Kulandailevan, Amna El Shatshat, Shalaka Jadhav, Julie Yeung, Sidra Hasan, Brandon Love, Absent: Hayley Clin	Staff: Alex Diceanu, Jana El Khatib, Jessica Bonilla-Dampthey Facilitator: Notes: Mood Minder: Time keep:
AGENDA A. Check-in B. Recognize the Land C. Meeting Agreement D. Assign Meeting Roles E. Agenda Review F. Approval of Minutes G. Updates a. Staff updates b. Committee updates c. Upcoming events H. DISCUSSION ITEMS I. Review Action Items J. Next Meeting Time & Roles K. Check-out L. Work Session	DISCUSSION ITEMS 1. Parking Pass 2. Independent Jewish Voices letter 3. Co-ordinate soup lunch 4. Member's Meeting 5. Orienting the Board email

F. Approval of Minutes (2 min)

G. Updates (20 min)

Staff Updates

Alex: Since the last Board meeting I prepared the annual retreat (with Jana) and prepared us for refunds. I've taken on promoting our two main events (and Jessica is going to bottom-line

refunds in turn from here on in). Also working on wrapping up our HRDC Summer Students Job grant and setting up some trainings for volunteers.

Jana:

Jessica:

Committee Updates

- a. **HR: Shalaka is working on her co-op during office hours, and cannot carry out HR responsibilities. Can someone kindly take over?**
- b.

Upcoming Events

- a. **Refunds**
- b. **Soup Lunch**
- c. **Chanda**
- d. **Pow Wow**
- e. **September Showcase**
- f. **Referendum**

H. Discussion Items

1. Parking Pass

Context: Jessica commutes from Hamilton and is requesting that the employer provide a parking pass for the Grebel parking lot. This was provided last 2 terms by the Board. Cost per term is \$141.25; For the year it is 423.75

Discussion:

Decision: \$141.25 for a term parking pass approved.

2. Independent Jewish Voices letter

Context: We've been asked to sign on to letter submitted to the board.

Discussion: We cannot sign this letter without taking it to the Members Meeting as this is the appropriate decision-making body.

Decision: WPIRG will not sign at this time.

3. Co-ordinate soup lunch

Context: We will be hosting the WAEC soup lunch on Thursday, September 15. Please inform Jessica if you are able to participate.

Here is what participating consists of:

Making the soup - Start time 9:00am on Thursday

Having soup available - soup lunch starts at 12pm and ends at 1:30pm

Clean up (includes washing dishes) - 1:30pm -2:30pm.

Note: Shalaka has asked if folks would be available to cook in the evening on the 14th of September instead of in the morning on the 15th.

Decision: Shalaka, Amna and Swetha are available to cook in the evening. Jessica to handle September 15 to dos.

4. Member's Meeting

Context: We are super busy in September! Do we want to have a MM?

Discussion:

Decision: Board will schedule a Members Meeting for the third week of October (week of the 17th).

5. Orienting the Board emails

Context: We have a new email, for Board communications. Please use it & see staff for the log-in information.

Discussion:

Decision: None required.

I. Review (5 min)

Action Items:

- Board bonding: clean out storage area in Kitchener - Jessica to arrange

J. Next Meeting Time:

Facilitator: Name- Notes: Name - Snacks: Name