

# Waterloo Public Interest Research Group

*Board of Directors Meeting – Tuesday May 17, 2016, 1:00 p.m*

<p><b>Directors:</b> Hayley Clin, Sidra Hasan (remote), Brandon Love, Julie Yeung, Matt Feagan, Swetha Kulandailevan (remote), Shalaka Jadhav</p> <p><b>Absent:</b> Amna El Shatshat, Saam Koukpari</p>	<p><b>Staff:</b> Alex Diceanu, Jessica Bonilla-Dampthey, Jana El Khatib</p> <p><b>Facilitator:</b> Hayley</p> <p><b>Notes:</b> Matt</p> <p><b>Mood Minder:</b> Brandon</p>
<p><b>AGENDA</b></p> <p>A. Check-in  B. Recognize the Land  C. Meeting Agreement  D. Assign Meeting Roles  E. Agenda Review  F. Approval of Minutes  G. Updates  <b>H. DISCUSSION ITEMS</b>  I. Review Action/Agenda Items &amp; Bike Rack  J. Next Meeting Time &amp; Roles  K. Check-out</p>	<p><b>DISCUSSION ITEMS</b></p> <ol style="list-style-type: none"> <li>1. Introduction to Board Meetings</li> <li>2. Revisit the election of Treasurer and President (Amna, Sidra)</li> <li>3. MM preparation</li> <li>4. Saam leave of absence</li> <li>5. Demilitarize UW</li> <li>6. QTFF discussion</li> <li>7. WPIRG Cafe</li> <li>8. Budget Update</li> <li>9. HR Committee Check-In/Upcoming Tasks</li> <li>10. Finalizing Board Training Dates</li> </ol>

## DISCUSSION & DECISIONS

### F. Approval of Minutes (2 min)

The board approved the minutes from April 14th and May 3rd.

### G. Updates (20 min)

- Feds Exec Meeting (Brandon, Hayley, Jana)
  - Chris (president of Feds), SLC expansion, ethics/online harassment and admin's role in this, sexual violence policy 42.
  - Brian: warrior tuck shop, more affordable shops in SLC, expand rewards/points program with WATT card
  - Sarah: vp education, international tuition, transit/house, OUSA student committee
  - Diana: operations, campus life, connecting with on-campus societies and with satellite campuses
  - International tuition cap over 4 years: good that FEDs is taking this on, but where does WPIRG fit into this now?
  - Since Feds council meeting this past weekend did not discuss WPIRG officially, it will probably come up next meeting
- Solidarity Funding Committee Meeting this Thursday, 1pm, two members at large per board member, free food, five applications to go through, Jessica will promote on Facebook
- Members Meeting potential date change - June 2 => June 9
  - More prep time, Cafe will happen on June 2
- Office move - Friday, May 27: on Tuesday 24 at 11-12pm we're going to redesign office layout, then on the 27th we'll move
- St. Jerome's Co-Curricular Record progress: new program to give students formal uni recognition for extra curricular activities, WPIRG Board is onboard with this!

- Centre for Community-Based Research meeting: want to work with us, had a good meeting, research projects, training and other opportunities, we'll look into it further and bring a proposal with the board

## Staff Updates

**Alex:** I've been occupied with coordinating refunds and staying on top of QTFF finances the last two weeks as well as planning for Board training and summer strategic planning. Signing authorities have been transferred. Over the next two weeks I'll be prioritizing Board training, the Members Meeting and hiring for the DemilitarizeUW research project.

**Jana:** I am entering my third week of work at WPIRG. Alex and Jessica have been super amazing in welcoming me. Things have been great so far and we have SUPER plans for summer planning of Fall. I am really keen on discussing my work plans for the next few months.

**Jessica:** The Peter Larson event(s) went well. There were 30 people in attendance at the larger event and 15 in the smaller event. WPIRG was recently approached by two students who would like to hold a vigil on campus in support of their friends who are students at UW and are residents of Fort McMurray. Jana and I met with the students to brainstorm ideas of what sorts of actions can be done. In the end, the vigil was agreed upon to be held on Tuesday, May 31 at 7 pm. I have sent in a request to book the desired space - SLC Courtyard-. The community garden has had 3 meetings now and has started cleaning the garden. The garden meets regularly on Thursdays, 4 pm at the garden. Food not Bombs is requesting a list of timelines for items that were discussed at our WPIRG/FnB meeting. I am working on that list and hope to have it ready this week. PSAG is on a break and will get in touch when they are ready to start planning. Fossil Free UW has a new coordinator who is wonderful and working hard to bring the group together for a first group meeting. Cinema Politica is working on group goals and desires for the future. Finally, we meet soon to decide what sort of programming will happen this spring/summer and then in the fall. Chanda has been confirmed for September 20, 2016 - follow up email with femphys and WPIRG tbd. Gracias

## Director Updates

[skipped]

## Committee Updates

[skipped]

## Upcoming Events

- Vigil for Fort McMurray: **Tentatively scheduled for** Tuesday, May 31, 2016; 7 pm; SLC Courtyard.

## H. Discussion Items

### 1. A short introduction to board meetings

**Context:** Time to explain how to use board meeting time effectively and clarify any questions board members may have.

**Discussion:** Group norms to be outlined; Clarify land recognition language; Consensus training is scheduled for June. Check-in with new board members to see how they are feeling.

**Decision:**

## 2. Election

**Context:** Brandon Love was elected Treasurer. Amna El-Shatshat was elected President. Check in with Sidra on the Treasurer position. Is Amna still HR rep?

**Discussion:** Sidra would like to act as Treasurer, Brandon will step aside. Secretary deals with minutes. Human Resources act as liaison between Staff and Board. Board needs to provide training to Jessica, and needs to officially review Jessica's probation/evaluation. Provincial director position will become open at end of July, we'll bring this to our next meeting to explain position.

**Decision:** Board accepts Brandon's resignation as Treasurer and Sidra is elected as new Treasurer, Brandon still has signing authority at the Bank and continues on with Board. Board accepts Julie in the Secretary role and Shalaka in the HR position.

## 3. MM Meeting

**Context:** Member's meeting is rescheduled to June 9.

**Discussion:** This change of date will allow the first board cafe to happen on June 2 before the MM and will allow for more time to prepare for the MM.

**Decision:** Organizing committee to meet soon to begin promotion.

## 4. Leave of Absence

**Context:** Saam requests a leave of absence until the first week of August.

**Discussion:** Request received.

**Decision:** Approved

## 5. Peace Advancement Summer Research Position

**Context:** A Canada Summer Jobs Grant has been received for this project. A hiring committee must be formed to create and post the job position.

**Discussion:** Candidate must be currently registered as a student, 18-30 years old, does not have to be a UW student.

**Decision:** Matt, Haylee, and Sidra will develop job posting based on detailed proposal.

## 6. QTFF Discussion

**Context:** A follow-up discussion with QTFF organizers about the WPIRG-QTFF relationship going forward into next year's festival to be scheduled.

**Discussion:**

**Decision:** Sidra will contact QTFF organizers to schedule the meeting. Brandon and Haylee to play a supportive role. CPOD & P&VC staff to attend meeting.

## 7. WPIRG Coffee House

**Context:** The WPIRG Coffee House outreach and programming series will start soon. Staff would like to discuss format and Board involvement.

**Discussion:** Location: Fire pit in front of Enviro 3.

Who is WPIRG

- + Intros: Expectation for cafe and one important thing to know about you.
- + Small group activity: why should students be involved in social/enviro justice?
- + Report back
- + Wrap up: who is WPIRG, what we do already, encourage more involvement

**Decision:** First coffee house will have the theme of "Beyond Campus Activist Stereotypes" and centre on Board members talking about their involvement in social and eco justice work as a way to introduce people to WPIRG and the concept of "the public interest".

## 8. Budget Update

**Context:** Budget update to be provided.

**Discussion:**

**Decision:** tabled

## 9. HR Committee Check-In/Upcoming Tasks

**Context:** HR Committee has a few tasks coming up such as Jessica's training and evaluation, Jana's work plan, and staff summer vacations.

**Discussion:**

**Decision:** tabled

## 10. Finalizing Board Training Updates

**Context:** Alex is proposing Monday, June 6, time TBD (Decision-Making/Organizational Culture) and Tuesday, June 7,, 1-3pm (Anti-Oppression 101) for Board Training.

**Discussion:** Those dates don't work any longer.

**Decision:** Alex to send out doodle

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## I. Review (5 min)

### Action Items

- Staff to look into option for partnering with the [Centre for Community-Based Research](#)
- Add Summer Strategic Planning discussion to next Board meeting's agenda.
- Julie to obtain and circulate the land acknowledgement wording for all to know
- Jessica (and all) to promote Solidarity Funding Committee meeting this Thursday at 1pm with members at large
- Board: to begin drafting meeting agreement (group norms, allergies, attendance, etc.)
- Board needs to provide training to Jessica, and needs to officially review Jessica's probation/evaluation
- Matt to brief new Board on Provincial rep Director position
- QTFF: Sidra will follow up on this with scheduling the meeting.

## J. Next Meeting Time: Tuesday May 31st 1pm

**Facilitator:** Matt **Notes:** **Snacks:**