# **Board Meeting Agenda**

## June 14, 2018 6:00 PM

**Type of Meeting:** Board of Directors

**Location:** B028, SUB

**Meeting Facilitator:** Kaia Hill and Ryan Suleman

**Secretary:** Devon Goldie

**Attendance:** Devon Goldie, Ryan Suleman, Kaia Hill, Breanna Yaeger, and Josh Hornak (via skype) **Absent:** Vincent Lun, Jamie Ball, Catie Waters, Nicole Cymerys

1. Call to order - 6:12 PM
2. Acknowledgement of Traditional Territories  
   Recognizing we are visitors on the traditional unceded Coast Salish territories (Lekwungen & W̱SÁNEĆ peoples)
3. Check In
4. Adoption of the Agenda  
   Moved by: Ryan Suleman  
   Seconded by: Kaia Hill
5. Communications
   1. Prof. Jeremy Caradonna from Environmental Studies reached out to let us know that Nathalie Chambers, the Saanich farmer, is running for Saanich council and is looking for student volunteers. Her phone number is 250-893-4505.
   2. Rachel Goldsworthy from the Gustavson School of Business reached out to let us know about a global contest that The Economist is holding called “A minute to change the world”. More info here: <https://www.economist.com/openfuture/video-contest>
6. Program Updates
   1. Finance & Grants
      1. Timesheets
   2. Campaigns
      1. Love My Mug / Change the Cup / OZZI
         1. Update on meeting with Matt Greeno - Office of Campus Planning and Sustainability
            1. We are aiming for a roll out in January and plan to apply to the Campus Sustainability Fund in October.
         2. Update on meeting with Food Services
            1. Need to come up with funding for the containers. Options: opt-in or opt-out.
            2. $20,000 total

Ask for $5,000 from UVSP, $5,000 from Food Services, $10,000 from the Sustainability Fund, any extra we would keep as a slush fund for maintenance and replacing containers.

* + - * 1. We will need volunteers (can potentially pay via honorariums) to educate people about the machine once it’s rolled out in January.
        2. Our job is marketing. We could potentially give out OZZI containers as prizes depending on how the system works.
      1. Campus Sustainability Fund
         1. Could cover up to 75% of the expenses
         2. Opportunity to make a presentation in October
      2. Tasks moving forward
         1. Devon to contact Matt about moving forward with the grant. Set a meeting with him.
         2. Grant writing working group - Kaia, Breanna, and Kaia.
         3. Ryan to send the UVSP email address to Food Services
  1. SPUD Food Box
     1. SPUD Update - what needs to be done/decided for September launch?
        1. They are interested in working with us to do custom boxes. Students can select their option and there is the opportunity for us (UVSP) to sub-in items. Options:
           1. Single produce box - Seasonal, less variety in the winter. Listed at $30, would offer at $20.
           2. Roasting Root Vegetable Box - less variety, pretty standard. Great for the fall and winter. Listed at $22.50, would offer at $15.
           3. Fresh Meal Box - Premade meal. Ie. curries, rice, etc.
        2. If we order more than 50 boxes in a week then the price comes down by $5 a box.
        3. We have decided to offer the Single Produce Box and the Roasting Root Vegetable Box options.
        4. Locations for Pick-Up - SUB and Res Services Office. SPUD staff member to be there for two hours of pick up time. Have to live on res to pick up at res. Res Services can verify ID if our staff aren’t there.
        5. Can we have someone go to Orientation and have flyers that are given to students on move-in day.
     2. Tasks moving forward
        1. Devon to contact Residence Services about Orientation and flyers. Potential for booth at move-in day?
        2. Devon to look over SPUD website.
        3. Ryan to continue email communication with SPUD.
  2. Garden Plot
     1. The garlic that we planted in the garden will be ready to harvest soon. Would people be interested in a garlic harvesting work party?   
        YES. Devon to organize.
  3. Events (Movie Nights, Workshops, etc.)
     1. Earth Fest - September
        1. Strike working group - Possibly Nicole and Catie?
  4. Media

1. Other Business
   1. Hiring
      1. Review and accept job description changes
      2. Devon to send job descriptions to everyone via email.
      3. Kaia and Ryan to work on editing job descriptions. To keep Devon in the loop.
      4. Select two board members to sit on hiring committee for new Communications Officer - Kaia and possibly Catie?
   2. Strategic Planning Meeting?
      1. Wait until September when everyone is back.
   3. Name Change Update - Devon has reached out to Sabrina, the Executive Director, and she will be consulting with the UVSS’s lawyer on the best way to go about this.
   4. Constitution Update - is anyone interested in helping Devon with this?
      1. Josh can help with that. Devon to send draft constitution to Josh.
      2. Something more solid to become a board member than attend three meetings. If someone doesn’t come for a long time, can they be removed from the position?
   5. Google Drive
      1. Missing meeting minutes - please send to [sustainability@uvic.ca](mailto:sustainability@uvic.ca)
      2. Devon to post in group calling for minutes
   6. Apps for Communication and Tasks - ie. Slack, **Wunderlist**, Asana
      1. Devon to look into apps
2. Next Meeting Date - approximately three weeks from now.
   1. Devon to create doodle poll.
3. Adjournment  
   Moved by: Ryan Suleman