

Started at 5:42, Attendees: Maia, Elaine, Suran, Francette, Jaijot

1. Check-ins (5 mins): What was your win/fail for this week?
2. Projector update (5 mins) : mounting to ceiling (10 hours possible)
 - Long weekend installation
 - Attach a mount to the high beam
 - Communitek: previously quoted \$1200 for installation when installing screen; needs different sort of mount now, may be more expensive
 - Deliverable: Contact Chris to bring into space for ceiling mount
 - When should they come? How long will it take? Concern about old infrastructure
3. **(6:05) Discuss Policy Development** - Create plan with proposed completion dates (15 mins)
 - a. Conflict Resolution Policy
 - b. Mediation Policy
 - i. choose external mediator(s) - non student members
 - ii. develop processes for conflict resolution
 - b. Disciplinary Procedures
 - c. Peer Support Team-Tia has contacted will update on slack

Deliverable: Elaine creates a policies channel on slack, post both docs for hiring and then the CR, M and D policies, everyone bring in two points for each.

**Deliverable for everyone: Please review Constitution, look for casual contract employees
Review HR policies in different organization**

2. Hiring Policy (10 mins)- discuss the points necessary to include, who will compose a draft?
 - When we would need contract? Very important in summer
 - Vacation Pay
 - Having projects, fundraising, advancement office
 - Cap on \$500
 - HUGS program \$300 first term, \$300 second term, goes towards student account (who is eligible, deadline)Deliverable: Maia/Suran contact Fiona

TABLED- Board have done by November, possible extension

(6:18pm)GM (25 mins)

- a. Setting the agenda (Google Doc)
3. Intro
 - My Lunik is Group activity
 - launch video
 - Harvest Dinner promo

- Safe space: Tia
- Pillars of Lunik

Events

- Survey results
- Community arts project

Deliverable: Francette will bring in canvas, Tia will buy paint

Questions

- Feedback section

Post activities

- station orientations: garbage, coffee, outside, food

b. Update on survey

Deliverable: Jaijot will be sending out a membership newsletter, relay on yuconnect, post to facebook group, and page, madmimi over to mailchimp (google image search no mail, license issues)

c. Promotions update-social media, posters, video, email etc.

Deliverable: Francette will find the video, Instagram with photo #mylunikis

Think of one liners, tweet blurs, Are you ready to talk about the Harvest Dinner, are you interested in community art, come to the GM! Bring in your ideas.

d. Coordinator's roles at the GM

- Small intros, orientation activities, assign a chair (Suran) and secretary (Tia)

e. Finalizing budget

Deliverable: Maia, where we can change things, talking about projects

Transition Process

Shadowing/Transitioning for members to take on roles, knowledgeable, hiring process earlier, people that are hired can shadow for a month at the end. Remind people that team building, welcome to see aspects of the co-operative. Vision for transition and Members Helping Members. Share processes and developments, sit in on meetings, putting forth points. Journal once a month, experience. GCSU: submit a transition binder. Here's what I tried, challenges

Deliverable: Print Brynn's Transitional manual

Jaijot: create a member list electronically, merge yuconnect and get signatures and member numbers

4. Update on the situation in the back (5 mins)
 - Metal shelf, Joseph's cabinet, Half Wire shelf
 - Suran will go get them, bag of tulip bulbs
 - Trash is organized, haul it outside
5. Café Chantant this wednesday combined with Indie Night (5 mins)
 - LNL collaboration
 - Reuse poster

Deliverable: Tia creates playlist

6. Harvest Dinner - who is bringing what? (5 mins)
 - the doc is up, Elaine can post up, recipe ideas
 - no theme, Suran and Elaine look up for fresh city
 - Reimbursing for ingredients

Total: 75 mins

New business

Fence damaged

Butt stand over the terrace, lattice sheet as well

3pm today

Question of the picnic bench, move them towards cold

Security report

Deliverable: Tia will compose a draft for Incident template

Have statements available

Coming up with a procedure for incidents

Next Meeting: GM

Next Coordinator Meeting: Policies and Procedures: 2 weeks

SOR

-bring someone in on CPR, not pushed forward

-safe space training

Anti-Oppression Campaign

-Anti-racial, racial identity appropriate and an issue

-Where are you from?

-Lion's Den, intergenerational activities

-Language that is used to describe groups

-Inclusivity training

Deliverable: Tia follow up with Brandon