

Lunik Co-op Board Meeting

Start time: 2:40

End time: 4:15

Attendees: Brynn Leger, Spencer Shevlen, Mike Palamarek (arrived at 3 pm), Zachary Dubien (left at 4 pm), Matt Kensett, Deanna Nemeth, Jai Jot Lafayette, Nabil Hammad, Fatima Zadra, Aaron Doupe, Jessica Perkins, Maia Foster, Gelila Mekonnen (arrived after vote), Brandon Cheong (arrived 3:30 pm)

1. Approval of last meeting minutes

Approved unanimously

2. Summer Hours

Suran (finance coordinator) went thirty hours over his approved hours this summer. It must be determined if he was contract staff or in an official coordinator position.

Jessica Perkins suggest Logistics coordinator should warn staff when they're going over hours in advance

- Motion will be tabled and document will be sent out for approval via e-mail. Document should contain total staff hours during Summer 2015 and what coordinators had previously approved.

Follow up: Both employees were contract staff and do not need board approval. It is necessary to underline to contract staff that they must stay within their allotted hours.

3. Board Vacancies

Gelila Mekonnen gave a verbal (and e-mail) statement for why she would like to be a student board member.

Vote resulted in a unanimous yes and she was appointed to the board of directors.

4. Board Executive Positions

Nominations:

Secretary: Gelila Mekonnen nominated by Jai Jot

President: Spencer Shevlen nominated himself

Vice-President: Brandon Cheong nominated himself

Treasurer: Mike Palamarek nominated by Maia

Vote for President: unanimous yes for Spencer

Vice-president: unanimous yes for Brandon

Secretary: unanimous yes for Gelila

Treasurer: unanimous yes for Mike

5. Budget

Necessary clarifications:

- Outreach budget consists of Lunik related projects (seed funding), membership appreciation ceremony, food for gm, active members, & tabling
- Promotional materials consist of postering, banner, sandwich board, campaigns, website
- Is gas reimbursement more affordable? Suran (Finance coordinator): Yes and student car share is no longer available
- When is the levy arriving? Maia and Suran are still waiting on meeting with Charmaine.

Suggestions:

1. Seed funding as a separate line item

2. Membership appreciation should be a separate line item and put under events
3. Contract staff should be a separate line item – keep labour laws in mind
4. Outline how much permits cost, alcohol
5. Hide rows with explanation
6. Make “supplies” explicitly for cleaning
7. Miscellaneous should be renamed to “Emergency fund”

VOTE will occur via e-mail so that Maia can integrate suggestions.

6. Accessibility

Maia is applying for a trillium grant to put toward accessibility.

Suggestions: cost sharing with administration.

Follow up – this may be more difficult than expected because there is asbestos in the ceiling.

7. Coordinator reporting system

Brandon put forward a motion to have coordinators submit written reports (project based).

Monthly or by semester?

Suggestions:

- Post coordinator meetings and semester reviews on-line
- Coordinators should read reports before meetings to save time
- Co-op structure means that students should meet with each other for accountability reviews. Let's do a review before budget decisions in April.
- Reports don't always have to go to the board

8. Board meeting frequency

Spencer: May increase the number of meetings per

9. Yuconnect

Need to have better files for constitution and by-laws

- Maia will ensure files are accessible.

10. Bike repair shop

- Matt and Elaine will meet to plan a proposal/budget and it will be included in the budget

11. Volunteer and Outreach concerns

- Volunteer model was changed to active membership model
- Volunteerism was restrictive because it was always assumed someone else was doing it.
 - o Challenges: integrating outreach with communication

Suggestions:

- Try having people sign up for specific tasks
- Volunteerspot.com – sends volunteer shift reminders

12. Next meeting

Please send doodle poll out for next meeting