

Lunik Board Meeting Minutes Sept. 26

Chair: Brynn Leger (President)

Secretary: Adrienne Leitch (Secretary)

Present: Brynn Leger, Adrienne Leitch, Constance Passas, Kritika Ganapathy, Natalia Jakubek, Sarah Yu, Gilles Fortin, Duncan Appleton, Emily Pascoe, Aaron Doupe

Absent: Joanna Robinson, Mike Palamarek, Jessica Perkins, Michelle Kearns

1. Introduction of new board/coordinators: name and highlight summer

2. Appointing positions on board/ Vacancies:

For **Vice President:** Connie and Kritika both showed interest – decision for each to write and submit ‘letter of intention’

-to be voted on at next board meeting

For Secretary: Andy agreed to take minutes

Gilles, David and Caroline Kamm want to be added to board as **non-student members**

Student rep position open: Worthwhile to see if any first or second year students interested in being on the board

Mentioned issue of not many guys?

Suggestion to put out a call on fb? -> more communication about this to membership base if show interest send in ‘letter of intention’ to Lunik email

Wait for next meeting to appoint members

3. Summer updates review

-took down bar

-revamped volunteer compensation system: more appreciation evenings instead of unlimited complimentary coffee/snacks on shift

-still in process of organizing ‘flow of things’: arranging physical space to be efficient and orderly

-hired bookkeeper: money is great 100,000 + 50,000 we ballin

4. Budget

-Went over Lunik co-op budget 2014-2015

-What do we do with our fiscal surplus ?

-theme in discussion of *strategic investing*

Promotions: Video project – to promote space and tell ‘our story’

Building a collective memory informing a collective identity

Great way to share info and post on website

3-5 minute short video about space

proposed hiring of **Brad Langendoen** as affordable option for making

video: <http://www.rebelskymedia.com/>

Accessibility: Making the space more accessible via

a) ramp/elevator

b) moldy walls renovation/investment in dehumidifier

c) basement bathrooms

-How much responsibility is on us vs. university?

-suggested to invest in initial designs/assessments and use surplus money as leverage? – show our degree of commitment

-way to get university dept to prioritize our renos bc will help pay

-initial steps: Get assessment? write proposal as well as identification and collaboration with other like minded student bodies

-mention of 'diversability' crew

General space improvement:

-*emphasis on strategic planning*: show how invested we are in our space and how renos we could do new help push us twds 'expansion' in future

eg. Functioning fridge/proper plumbing/new taps -> food service in future?

-making an kind of assessment of space *as environmental as possible??*

-mentioned ongoing 'food service' issue in relation to expanding/improving our kitchen space: how do we move forward with that?

-mention of renos in back rooms of Lunik to distinguish 'hangout' and 'study' spaces

-'servicing' the espresso machine: Natalia has good hookup

Sound equipment:

-Keyboard for open mikes

-Projector Screen/Projector

-PA system (Kritika mentioned she has a good hookup)

Outdoor Terrace:

-Some form of cover for when rains

-Clean up messy semi-dangerous flagstones

-Forest maintenance and educational walks?

-Outdoor 'cob oven'? mixed response over this one

Q. Gilles asked What is Lunik's coverage:

NOTE FOR BRYNN: LOOK INTO INSURANCE POLICY SEE IF WE ARE PERSONALLY LIABLE? AND LOOK AT LIABILITY OF BOARD

5. Add 3rd signing authority

-Voted in approval of granting signing authority to general space coordinator who at this point happens to be Connie

6. Hiring policy discussion

-passed around updated coordinator hiring procedure form written by Connie

-discussion over viability of *group interview* over a couple days?

- Too time consuming?

- making it concise as possible
- Micheal Guido as good source of knowledge on this matter
- group interview locating people's *technical ability*
 - eg. Do they actually know how to work the espresso machine or close up Lunik at the end of the night?
- suggestion that in addition should be focus on *situational questions* as well
 - eg. What would you do in this situation?
- should questions/situations be tailored to the position one is applying to?
- expressed shared value in wanting to reward postions to people who have volunteered a lot already in Lunik
- suggestion of teaching volunteers/coordinators importance of interpersonal/customer service skills: ability to read when people have a question instead of just waiting for them to come to you
- discussion surrounding place of group interview in this process
 - too intense?
 - Consists of : A)group interview b) formal interview
 - C) People on hiring committee – majority consensus
 - expressed concern over awkwardness of friends competing against each other in group interview session
 - Gil discuss utility of group interview for ONE position but trickier if for multiple positions and done in one go
 - suggestion of doing personal interview first and THEN group interview
 - Also of including prior coordinators in group element in order to see how all gel
- emphasized importance of board in the hiring process
- tricky balance bw standardizing everything about process and/or leaving certain spaces open for situational variation and interpretation
- question of summer coordinators and their relationship with the school year coordinators
 - instead hiring at end of march, hire around Feb? Hire at earlier date
 - More time to learn together
 - More time for retreat
 - In case backing out
 - extending current coordinators term or new person starting sooner?
 - contract extension/renewal- somewhat determined by year/keep considered

7. Any other pressing matters?

- Coordinators more involved in making new volunteers feel welcome?
- suggestion of creating a frequently-asked-question board