

Regina Public Interest Research Group
Board Minutes
November 14, 2018 at 5:30pm – URSU boardroom

1.0 OPENING ROUND

- 1.1 Check-ins and announcements
- 1.2 In attendance: **Rachel, Gilbert, Dela, Jessica, Made, Catherine, Jamie, Krystal**
- 1.3 Regrets:
- 1.4 Absent:

2.0 ADMINISTRATIVE MATTERS

- 2.1 Meeting length – 1.5 hrs
- 2.2 Approve minutes of last meeting, changes to agenda, agenda, choice of facilitator and minute taker (**Krystal**) – **passed**

3.0 CONTENT

- 3.1 Report-backs from staff or committees
 - 3.1.1 Budget and funding update

- 3.2 Motions
 - 3.2.1 Nov 1 funding round – **see appendix for approval amounts**
 - 3.2.2 RRSP policy – that RPIRG formally approve the creation of an RRSP contribution for the Executive Director position, retroactive to when Krystal Lewis was hired (June 19, 2017). The contribution will be \$155/month, as was indicated in her contract. The contribution was stipulated in previous ED contracts, but record of it being approved by the board is unable to be found, so the board needs to reconcile this at the request of our auditor. - **approved**

- 3.3 Discussion items
 - 3.3.1 HR policy draft – walkthrough
 - 3.3.2 Staff annual evaluations – process walkthrough
 - 3.3.3 Holiday party

4.0 CLOSING ROUND

- 4.1 Next communications committee meeting – **Tuesday, December 4, 2018 5:30-7pm**
- 4.2 Next board meeting – **TBD**
- 4.3 Check out