

**AAPS Annual General Meeting
Friday, October 27, 2023
Held Online via Zoom**

MINUTES

1. WELCOME AND CALL MEETING TO ORDER

It was certified that quorum was met for the meeting to begin. Meeting was called to order by President Kristen Korberg at 12:03 p.m. Korberg began by acknowledging the traditional, ancestral, and unceded territories around British Columbia where those present work and live. She noted that UBC work sites were located on the Musqueam, Squamish, Tsleil-Waututh, and Syilx Okanagan Nation territories and beyond. She noted that as uninvited settlers, those present were supportive of community efforts furthering the necessary action for reconciliation. She encouraged those present interested in learning more about Indigenous territories to check out an interactive map of many of the traditional territories at www.native-land.ca. Korberg also acknowledged the places of conflict around the world where members had family and friends, as well as the current events unfolding in the news. She then reminded of the supports available to members.

Korberg thanked those present for making the time to join the meeting, acknowledged their busyness with other activities, and expressed gratitude for their continued participation. She reviewed the housekeeping items which included how to access the live captions, the recording of the formal part, the motion and voting process, how to submit questions at the appropriate times, and how to resolve technical issues or make comments. She reminded that there would be an unrecorded general Q&A after the meeting adjourned.

2. ACCEPTANCE OF THE AGENDA

The agenda was distributed and made available online prior to the meeting to all members.

It was:

Moved/seconded (Kristen Korberg/Janelle Blackman)

*Be it resolved to accept the agenda for the 2023 AAPS General Meeting as presented. — **Carried.***

3. ADOPTION OF MINUTES OF LAST ANNUAL GENERAL MEETING

The minutes of the last AGM held on October 27, 2022 were also distributed to all members and made available online at the same time as the agenda was sent via email.

It was:

Moved/seconded (Kristen Korberg /Scott Lewis)

*Be it resolved to approve the minutes of the 2022 AAPS Annual General Meeting as distributed. — **Carried.***

4. GENERAL MEETINGS AND MEMBER TOWNHALLS/CONSULTATIONS

President Kristen Korberg reminded of an AAPS update emailed in early September regarding plans to implement Town Hall Meetings in response to member feedback about wanting more opportunities to engage in discussions, raise concerns, and share ideas directly with the AAPS Board, staff and fellow members. She added that they would complement the existing fall Annual General Meeting broadcast via Zoom only and the hybrid Spring General Meeting held in person at Point Grey (PG) and at multiple in-person venues at different locations joining the PG location with individuals at work or home all via the Zoom broadcast. She noted that these Town Hall Meetings would focus on one location at a time but would also include an online component adding that more information about the first Town Hall Meeting would be sent out in 2024 and to direct any questions to Sarah Muff at aaps.engagement@ubc.ca

5. COLLECTIVE AGREEMENT IMPLEMENTATION

Korberg noted that with the recent ratification of the 2022-2025 Collective Agreement, its implementation was under way and she provided updates on the following bulleted items:

- **General Wage Increases (GWI's) Implementation**
She noted that UBC had recently announced that the GWI's would be reflected on the October 31, 2023 pay slip.
- **Indigenous Member Consultations**
She noted that in addition to the articles that were amended and added to advance reconciliation and recognize the distinct cultural needs and practices of Indigenous members, AAPS would be hosting a number of consultation sessions with all AAPS member who were indigenous to North America to refine the language in these amendments.
- **Compensation Review**
She noted that a meeting with UBC had been scheduled and asked members to stay tuned for more information in November.
- **Hybrid Work Negotiations**
She noted that with hybrid work arrangements entrenched in the Collective Agreement, AAPS hoped members were benefiting. She added that AAPS was available to support members and to please reach out if there were concerns about changes to their flexible work arrangements.
- **2024 Placement Search Database/Job Classification**
She noted that AAPS was exploring with UBC the Placement Search Database initiative meant to support term employees or employees on notice and help them find employment with the University and alternatively help those looking for qualified staff to fill roles that require familiarity with UBC's policies and procedures. She added that they were still waiting for information. Regarding job classification she noted that as per the Agreement, discussion would start in the fall of 2024. She added that they would review the current system and discuss possible alternatives with the goal of developing a new system that was transparent, easier to understand, and respected pay equity between comparable positions regardless of work sites.

6. ADVOCACY UPDATES

Executive Director Joey Hansen spoke to the following items:

- **Hybrid Work Arrangements**
He noted that currently AAPS was in the process of gathering feedback from members in the VP of Finance & Operations portfolio regarding the recent seemingly arbitrary change in the remote work arrangement of 3 days remotely to 2 days remotely. He noted that although the responses to date were highly opposing the change, the rest of the members had until mid-November to respond and he encouraged members to send in their responses and to request the email if not received. He noted that assuming a significant concern was still being raised, AAPS would write the VP Finance & Operations asking for an explanation on what the legitimate business reasons were and further updates would be forthcoming.

- **AAPS Staff and Operational Changes**
He noted that there were significant staffing and operational changes over the year including a new hire, a couple of job title changes and a promotion. He reviewed the changes with his introduction of each staff person.
- **Issues of Note**
 - **Mental Health Leaves and Long-Term Disability**
He noted a growing number of members on sick leave for mental health issues and a growing number where the severity required them to also go on the Disability Benefits Plan. While the reasons were plentiful, he also attributed it to members realizing the importance of giving the brain time to heal. He pleaded for members to come forward early on when mental health was being affected as often AAPS was able to assist with workplace accommodations.
 - **Bullying and Representation of Managers and Managerial Advice**
In his update he noted that every member deserved to be treated respectfully in the workplace, to be treated in good faith, to not to be bullied, to not be harassed, and to be treated equitably with their colleagues. He also noted that although AAPS does not give managerial advice, managers facing a bullying complaint because of what they believed was the proper exercise of managerial authority were urged to contact AAPS as soon as possible in the process assuring that if two members were involved, they would each be assigned their own representative whose duty was to their assigned member only and that systems were in place to ensure confidentiality for both.
- **Human Rights**
He noted that they remained frustrated with the BC Human Rights Tribunal's (Tribunal) operations and logistics. He noted that a sexual harassment complaint was filed at the Tribunal in August of 2022 and only about a month ago (13 months since filing) was it accepted for filing which was purely a clerical step determining that the form was filled out correctly. He noted that AAPS had expressed its displeasure to the Province at this very slow response rate and was hopeful the recent hire of new Tribunal members would speed up the process.
- **Merit**
He noted that although AAPS disagreed with their rational, the University, who ultimately had the authority to set the parameters for merit, had chosen a merit average of 1.5% instead of the 2% given in the past. He added that members who believed their merit assessments were unfair or unreasonable should contact AAPS and AAPS would look at whether there was a basis to challenge the individual decision in their case.

7. FINANCIAL REPORT

Treasurer Lisa Wang noted that the audited financial statements, for the fiscal period of July 1, 2022 to June 30, 2023, were emailed prior to the meeting and made available on the AAPS website and a link to the statements was then posted in the chat. In her review of the Statement of Operations (income statement), she noted that compared to the previous year, revenue increased by almost 9% and this was largely driven by the growth in member dues as a result of increased membership. She also noted that interest income had also recovered from last year as a result of the current high interest environment. In her review of the operational expenditures, she noted that the Member Services category increased around \$280K and was driven by increases in membership engagement, professional development program, and staff. She further explained that the \$12K increase in membership engagement was largely driven by a restocking of promotional items; the almost \$80K increase in professional development program was due to increased member offerings as well as a return to in-person events; and the \$187K increase in staff was largely driven by

the hiring of the new communications person and other staff role transitions. She then moved into the Board/Governance category and noted a \$40K increase which was largely driven by the return to an in-person Spring General Meeting as well as in-person Board meetings. For the Administration costs, she noted a \$100K increase which was mostly a result of increases in operations and rent. She further explained that the increase in operations was due to expenses related to a hybrid work set up, legal advice regarding the Okanagan office space, and increased amortization expense as a result of the ongoing renovations for the new office. The increase in rent was due to the significant increased rent for the new space and having to pay for two spaces for a period of time until being moved out. She noted that now they were just paying rent for the new office with ongoing renovations. She noted that the expenses in the Advocacy Fund decreased by \$150K from the previous year. Overall, the year ended with a surplus that was just under \$110K.

In her review of the Statement of Financial Position (balance sheet), Wang noted on the asset side an increase from the previous year. She further explained that in Current Assets while there was a decrease in cash, it was offset by an increase in term deposits and receivables. The increase in Capital Assets was driven by the ongoing renovation project for the new office space. She noted that Liabilities were slightly higher due to the timing of the payables. She then reviewed the Net Assets noting that there was a very healthy General Fund, no change in the Contingency Reserve Fund, and while the Advocacy Fund was lower than the previous year, it would soon be replenished due to regular monthly transfers from the General Fund into the Advocacy Fund. She added that it would be evaluated in the current year and extra transfers would be made accordingly. She noted that the overall Net Assets increased by 7.7% from the previous year. Wang then asked for questions and in answer to the only question noted that there were no plans to increase dues in the near future.

a. Approval of Financial Statements as of June 30, 2023 year end

It was:

Moved/seconded (Lisa Wang/Lynn Li)

“Be it resolved to accept the 2022/2023 AAPS Audited Financial Statements as distributed.” —
Carried.

8. 2023/2024 AAPS BOARD OF DIRECTORS ELECTION RESULTS

Electoral Officer Jonathan Easey presented the election results. He expressed gratitude for the overwhelming amount of support that was demonstrated through the Board nominations process. He noted that this year, an unprecedented number of members ran for the AAPS Board of Directors. He noted that their commitment to their professional association was truly appreciated. He noted the recognition that there were many things going on in the world and the appreciation of members taking the time to participate in this important process. He asked for a warm round of virtual applause or applause reaction for the twenty-six outstanding candidates. He thanked them for putting their names forward for election and for committing to volunteering their time in support of their colleagues. He gave a big thank you to all the members who took the time to vote. He then announced the following election results:

Lerato Chondoma – 2nd Vice President (elected, 2 year term)

Lisa Wang – Treasurer (acclaimed, 2 year term)

Anthony Dodds – Member at Large By-election (elected 2 year term)

Frishta Safi – Member at Large (elected 2 year term)

Cody Bugler – Member at Large (elected 2 year term)

Easey then introduced the 2023/2024 AAPS Board of Directors.

		Term ending:
President	Kristen Korberg	10/2024
1st Vice President	Lauren (Ilaanaay) Casey	10/2024
2nd Vice President	Lerato Chondoma	10/2025
Secretary	Kelli Kadokawa	10/2024
Treasurer	Lisa Wang	10/2025
Members at Large	Cody Bugler	10/2025
	Anthony Dodds	10/2025
	Michael Ferrazzi	10/2024
	Angela Lam	10/2024
	Frishta Safi	10/2025
	Kyle Shaughnessy	10/2024
Advocacy Chair	Denise Lauritano	Ex-officio (ends with new Advocacy Chair)
Past President	Afsaneh Sharif	Ex-officio (ends with new President)

President Kristen Korberg then noted her thanks for out-going board members Vanessa Hrvatin and Rodrigo Madrigal for their dedication, contributions, and being a part of the AAPS Board of Directors.

Korberg also thanked the current Board for all their hard work, particularly during bargaining and making sure that there was an agreement that addressed the needs of the members. She noted that the collective efforts of the Board members continue to play a pivotal role in shaping this labour organization. She was truly appreciative of their ongoing support and dedication. She noted that their commitment and willingness to go above and beyond for all members was something everyone was very grateful for.

9. IN REMEMBRANCE OF PAUL DE LEON

Korberg noted that they also wanted to take a moment to share the sad passing of long-time board and committee member Paul de Leon on August 31, 2023 and to celebrate his life and contribution to AAPS.

Korberg noted that Paul served as AAPS Treasurer from 2012 to 2019 and served on two bargaining committees. He was committed to ensuring the financial well-being of AAPS and its members, including shepherding the process to create a number of separate funds to ensure that AAPS would have the resources necessary to advocate for all members, no matter what contingencies might arise.

Korberg noted that Paul also brought his financial expertise to the Disability Benefit Plan Governance Committee as an AAPS representative. After finishing his service as AAPS Treasurer, he joined the AAPS Advocacy Committee. Paul also received the AAPS Outstanding Volunteer Award in 2019.

Korberg noted that around AAPS, everyone enjoyed his wit (as he had the exceptional ability to evoke laughter in every situation), his workplace insights, his expertise, and his travel stories. AAPS scheduled many general meetings around Paul's adventures and appreciated his continued dedication to AAPS throughout the years. Paul could always be counted on to support the membership in ways large and small.

Memorializing Paul

Korberg noted that recognizing Paul's contribution, the AAPS Board of Directors decided to name the AAPS seminar room in the new office space after him. A 50-person occupancy area, the seminar room would be used to host professional development, advocacy, and community events.

Korberg noted that he would be greatly missed by his colleagues in the Department of Physics and Astronomy and by many other UBC colleagues who were fortunate enough to have had an opportunity to interact with him. Korberg noted AAPS staff would also miss him greatly in the AAPS office and on the AAPS Board and send condolences to his friends and family.

She then asked to take a moment of silence in memory of Paul.

10. AAPS EDUCATION AWARD WINNERS

Kristen Korberg noted that this was the 5th year for these Awards and that this year's recipients were posted on the AAPS website. She then noted the Board's pleasure to support member's education and their family members and shared that the applications for next year would be open in the summer of 2024.

Before adjourning Korberg reminded members of the general Q&A immediately following the meeting.

11. ADJOURNMENT

The meeting adjourned at 12:47 p.m.