

# SPECIAL MEMBERSHIP MEETING #110E

January 8, 2026 | Hybrid

*In Person:* 300-380 W 2<sup>nd</sup> Ave, Vancouver, V5Y 1C8

*Virtual (Zoom):* <https://us02web.zoom.us/join/1cRtoV2CSd2iSzCwGCiHzw>

## MINUTES

### Executive Board Members Present:

**Present In-Person:** Keith Martin Gordey (President), Sandy Abley (Treasurer), Shawn Macdonald (Secretary), Anisha Cheema (Director), Raugi Yu (Director)

**Present on Zoom:** Liza Huget (Vice President), Brian Doe Chua (Director), Dax Belanger (Director), Fred Ewanuick (Director), Lexa Doig (Director)

**Absent:** Aliza Vellani (Director), Leanne Buchanan (Director)

**Parliamentarian:** Chris Girodat

### Staff:

**Present In-Person:** Karla Laird (Executive Administrative Director), Lesley Brady (Director of Contracts), Henry Williams (Manager of Engagement), Phil Klapwyk (Manager of Film, TV and New Media), Bethany Rosen (Office Assistant) Chloe Thompson-Playfoot (Member Services Coordinator), Christina Nelson (Office Coordinator), Kenneth Perez (Interim Residuals, Assistant Steward). **Present on Zoom:** Crystabelle Fobler (Interim Executive Administrative Director)

### Members Present on Zoom:

**50 Members** (45 Full Members, 2 Apprentice Members, 3 Background Members – Including the Executive Board)

### Members Present In-Person:

**63 Members** (51 Full Members, 6 Apprentice Members, 6 Background Members – Including the Executive Board)

**1. CALL TO ORDER**

- Quorum was achieved (30) and the meeting was called to order at approximately 6:03 p.m. with the President (*Keith Martin Gordey*) in the Chair.

**(a) WELCOME**

- Member 11232 (*Jacqueline Robbins*) read the Land Acknowledgement and the Equality Statement.
- Keith Martin Gordey introduced the Executive Board members, staff and Parliamentarian, Chris Girodat.

**2. ADOPTION OF THE AGENDA**

**Resolved.** A motion by Member 131 (*Anna Hagan*) seconded by Member 934 (*Rob Cardinal*) that the agenda be adopted as presented, was carried.  
*Abstained - 0*

**3. RULES OF ENGAGEMENT – (PARLIAMENTARIAN)**

Parliamentarian Chris Girodat clarified his impartial role is to:

- Provide neutral procedural advice to both the leadership and members.
- Ensure that proposals and motions are worded appropriately and are consistent with UBCP/ACTRA Bylaws and Robert's Rules of Order.
- Give advice that might not always align with the preferences of either the membership or the Executive Board, but is intended to maintain procedural integrity.
- Help members shape their proposals into the form of a motion, which must be in line with the Bylaws, seconded by another member, open to discussion by members (both in-person and online), and decided by a vote.

**4. IRON MOUNTAIN DIGITIZATION PROJECT**

The Executive Administrative Director presented additional information regarding the Iron Mountain digitization project, as requested by the membership following General Membership Meeting (GMM) #109.

The project addresses the Union's current offsite records storage and the need to improve accessibility, efficiency, and long-term records management.

It was noted that at GMM #109, the membership approved Option B (Retrieval and Triage), which involves retrieving stored records, conducting a triage process, and digitizing required materials.

To proceed with implementation, approval was sought for an extraordinary expenditure of up to \$1 million, representing the maximum projected cost of the project.

Members raised considerations related to oversight, verification of digitized records, and the retention of historically significant documents. The Chair confirmed that appropriate verification processes would be implemented, and that key governance records, including Executive Board and committee minutes, would be retained.

**#26MEM#110E-290 Resolved.** Motion by Member 166 (*Terence Kelly*) and seconded by Member 10212 (*Connie Hosie*) that the membership end debate on this main motion and proceed to a vote, was carried.

*Abstained: 2*

**#26MEM#110E-291 Resolved.** A motion entertained by the Chair (*Keith Martin Gordey*), moved by Member 166 (*Terence Kelly*) and seconded by Member 11231 (*Joyce Robbins*) that the membership approve an extraordinary expenditure of up to \$1 million for the Iron Mountain digitization project, was carried.

*Abstained: 2*

**5. OTHER BUSINESS**

No Items were raised.

**6. GOOD AND WELFARE**

No Items were raised.

Motion to adjourn.

**7. CONCLUSION OF MEETING**

The meeting was adjourned at approximately 7:24 p.m.

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President: Keith Martin Gordey

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Secretary: Shawn Macdonald