**Dalhousie Non-Profit Housing Co-operative**

**Board of Directors Meeting, January 18, 2016**

**755 Somerset Street West, Ottawa, ON**

**Present:** Roy Pommainville, Chad Atton, Ashley Atton, Frank Graham, Tim Lalonde, Judith Taylor

**Regrets:** Dominique Lamarche, Shannon Balla, Craig Donaldson

**Others:** Penelope Winter, Fazeela Jiwa, Leah Raftis

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The meeting was called to order at 7:05pm. Fazeela Jiwa chaired the meeting. Penelope Winter took the minutes. Quorum was established with five directors present.

1. **Adoption of the agenda**

**Moved by/Seconded by Roy Pommainville/Judith Taylor Adopted**

**BE IT RESOLVED THAT** the agenda be approved as circulated.

**2. Minutes from meeting November 16th and 30, 2015**

**Moved by/Seconded by Chad Atton/Ashley Atton Adopted**

**BE IT RESOLVED THAT** that the minutes of November 16th and 30th be approved.

**3. AGM Debrief**

The food was good. Very few members seem interested in the management issue now. Attendance was better than it might have been because of the tribute to Nancy Prevost-Segbe. Directors agreed that they would all phone half a dozen members before the next meeting in order to try and increase attendance. Directors agreed there needed to be a script so that they were stressing the positives of attending rather than telling members it was their duty or they could be disciplined for not attending.

**4. Primrose II structural issues and City work order**

Robert Brown attended the meeting at 8:05pm. There was a brief discussion about the needed repairs to Primrose II and he then left.

The board explained why they were not in favour of a housing charge decrease as it will make it harder to obtain financing. Robert Brown suggested that some properties were in such poor condition that the Co-op will be unable to arrange financing. He offered again to buy his unit, which the board said was not possible or in keeping with the goals of the Co-op.

In terms of financing repairs, Chad Atton noted the board wants to look at multiple refinancing options, rather than a single solution for one property.

**5. Management Report**

Directors were in receipt of a written management report and asked a number of questions.

**Moved by/Seconded by Chad Atton/Judith Taylor Adopted**

**BE IT RESOLVED THAT** the board accept the management report.

**6. Term Deposit**

The Co-op has a lot of cash in the current account at present so office staff recommended putting $150,000 in a short-term deposit to earn some interest.

**Moved by/Seconded by Chad Atton/Ashley Atton Adopted**

**BE IT RESOLVED THAT** the Co-op put $150,000 in a short-term deposit.

**7. Membership Issues**

**Moved by/Seconded by Tin Lalonde/Roy Pommainville Adopted**

**BE IT RESOLVED THAT** Alexia Fruin and Jason Morton be approved for an internal move.

The board discussed offering an orientation for new members as well as holding a volunteer appreciation event as ways of encouraging more member engagement.

**8. Officers of the board**

This item was deferred to the next meeting when hopefully all directors can attend. Office staff will contact all directors to determine the best evenings for board meetings.

**9. Financial statements to December 31, 2015**

Penelope Winter reviewed some key figures on the statements and answered questions from directors. She noted that Alain Bouliane had pointed out it would be easier to borrow money if none of the clusters had operating deficits. At Primrose I, the deficit will hopefully decline for the balance of the year as there is no longer a mortgage payment.

**Moved by/Seconded by Ashley Atton/Tim Lalonde Adopted**

**BE IT RESOLVED THAT** the board accept the financial statements for December 31, 2015.

Penelope Winter will contact Ashley Atton about a timetable for the budget development.

**10. Snow Removal at Cambridge**

A number of members are unhappy with the snow removal contractor at Cambridge and would like to get rid of them. Office staff pointed out that the Co-op has paid in full for the year, so it is probably better to try and work out the issues. Office staff will follow up with Precision. If the contractor is unable to do so, the Co-op will try and find someone to do the hand shovelling.

**11. Reliance Water Heater Rentals**

Some members are paying rental fees and some tanks are owned by the Co-op. The board will revisit this issue at the next meeting after office staff have determined how many are rented and how many are owned.

**12. Next meeting**

The date of the next meeting was not fixed.

The meeting ended at 9:01pm.

**CERTIFIED** to be the minutes of a meeting of the Board of Directors of Dalhousie Non-Profit Housing Co-operative Inc. held on January 18, 2016.

**Signed**

Shannon Balla, director Date

Chad Atton, Corporate Secretary Date