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

 **Board of Directors Meeting, 20 April 2015**

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

**Present:** Guillermo Camacho, Ignacio Rodriguez, Shannon Balla, Ashley Atton, Roy Pomainville, Nancy Prevost-Segbe, Tim Lalonde

**Regrets:** James Lalonde, Dominique Lamarche

**Others:** Penelope Winter, Fazeela Jiwa, Lena Drahotsky (budget discussion only)

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The meeting was called to order at 7:02pm. Shannon Balla chaired the meeting. Penelope Winter took the minutes. Quorum was established with six directors present (one arrived later).

1. **Adoption of the agenda**

**Moved by/Seconded by Nancy Prevost-Segbe/Guillermo Camacho Adopted**

**BE IT RESOLVED THAT** the agenda be approved with the deletion of the in-camera items and the addition of the approval of minutes from April 13, 2015.

There was a question about whether directors should have their names attached to specific comments. It was agreed to talk about process issues at a subsequent meeting.

**2. Minutes from meeting April 13 and April 20, 2015**

**Moved by/Seconded by Nancy Prevost-Segbe/Ashley Atton Adopted**

**BE IT RESOLVED THAT** the minutes of the meeting of April 13 and April 20, 2015 be approved.

**3. Internal Subsidy and Proposed Budgets**

Lena Drahotsky attended the meeting to present the Laurier budget and to explain the internal subsidy proposed by the cluster for the next year. There was also a discussion of the motion coming from the Finance Committee meeting of March 24, 2015. The Finance Committee and board both recognized that there needs to be a wide-ranging discussion on internal subsidy, but that there was not sufficient time to do so before the budget for 2015-2016 goes to the members for approval; therefore, the Finance Committee is recommending an internal subsidy for Section 95 clusters for the next fiscal year with the broader discussion taking place before the 2016-2017 budget is developed.

**Moved by/Seconded by Nancy Prevost-Segbe/Guillermo Camacho Adopted**

**BE IT RESOLVED THAT** the board approve the internal subsidy motions from the Laurier cluster and from the Finance Committee.

**4. Operating and Capital budgets for 2015-2016**

Ashley Atton explained the process around developing the budgets. The board reviewed the budgets for each cluster. A director questioned why the housing charge increase was not the same amount for all units at LAP.

**Moved by/Seconded by Tim Lalonde/Nancy Prevost-Segbe Adopted**

**BE IT RESOLVED THAT** that all housing charges increase by 3% for LAP.

**Moved by/Seconded by Tim Lalonde/Guillermo Camacho Adopted**

**BE IT RESOLVED THAT** that the budgets be approved with the above amendment.

**5. Response to City client visit report**

Directors were in receipt of a draft response to the City’s finding. There was discussion on several of the points, specifically regarding the Board’s formal training process.

**Moved by/Seconded by Guillermo Camacho/Ashley Atton Adopted**

**BE IT RESOLVED THAT** the Co-op approve the draft response to the City of Ottawa client visit report with minor wording amendments.

**6. GMM Preparation**

The board discussed and approved the agenda for the GMM on April 30th. The board agreed that there needed to be further discussion on the management model options before members voted on anything. The proposal is to hold discussions at various tables on topics related to management and to invite members to join whichever discussion they wish. The board agreed to develop a few questions for each table to focus the discussions.

Roy Pomainville will greet members at the front door. The board agreed to ask Colleen Price to chair the meeting.

There was a question as to whether it would be more convenient for members to hold GMMs on the weekend.

**7. Furnace Quotes**

The Maintenance Committee reviewed the situation with respect to red tags and inspections reports as well as the quotes obtained by the office for furnace replacement. Their recommendation was to go with Clement & Marchand.

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

**BE IT RESOLVED THAT** the Co-op hire Clement & Marchand to replace furnaces as per their quote.

**8. Office Closure**

Office staff reviewed their attempts to find temporary office space while the community centre is closed between June 26th and September 8th. In the end, there is only one viable option, 170 Booth Street. Office staff have negotiated a 5-month rental credit from the City and a monthly rental of $800 for 170 Booth Street. The result is that the Co-op will be left with a small additional cost, depending on the cost of moving needed files and equipment there and back.

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

**BE IT RESOLVED THAT** the Co-op sign a lease to 170 Booth for July and August of 2015 at a cost of $800 per month.

**9. Next Meeting**

The next meeting will be on May 4, 2015. The board will talk about a regular meeting schedule then.

The meeting was adjourned at 9:05pm.

**CERTIFIED** to be the minutes of an in-camera meeting of the Board of Directors of Dalhousie Non-Profit Housing Co-operative Inc. held on April 20, 2015.

**Signed**

Nancy Prevost-Segbe, President Date

Ignacio Rodriguez, Corporate Secretary Date