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

 **Board of Directors Meeting**

**Monday, 13 January 2014**

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

**Present:** Nancy Prevost-Segbe, Krishna Bera, Roy Pommainville, Guillermo Camacho, Luc-Anne Salm,

Regrets: Ann-Marie McDermott, Paula JeanLouis, Ladi Emmanuel

**Others:** Penelope Winter, Elke Dring \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The meeting was called to order at 7:03 pm. Krishna Bera. Penelope Winter took the minutes. Quorum was established with five directors present. There were no conflicts of interest declared.

1. **Adoption of the agenda**

**Moved by/Seconded by Luc-Anne Salm / Roy Pommainville Adopted**

**BE IT RESOLVED THAT** the agenda be approved as circulated with the addition of the date of the AGM and the management issue

1. **Minutes from meeting of December 16, 2013**

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

**BE IT RESOLVED THAT** the minutes from the meeting of December 16, 2013 be approved.

1. **Management Report**

Office staff were asked to write to all members on subsidy at Empress reminding them that their **subsidy** would come to an end in June of 2014.

**Moved by/Seconded by Luc-Anne Salm/ Roy Pommainville Adopted**

**BE IT RESOLVED THAT** the management report be accepted.

1. **Date of AGM**

The board set either February 3rd or February 10th as the date of the AGM, dependent on the schedules of the auditor and an outside chair.

There was considerable discussion about a workshop to help directors (and members) better understand the financial statements. In the end, the board opted to hold it (facilitated by Penelope Winter) after the AGM and to invite members who were interested in addition to directors.

**5. December 31st monthly financial statements**

Office staff gave an overview of the monthly statements (six months at December 31st). The overall deficit is small and the Co-op should finish the year in a positive situation, however there are several clusters which are showing losses half way through the year (Cambridge I, Laurier and Primrose I). In all cases this is due to maintenance expenses being much higher than budgeted.

The board agreed to send a letter to households at Cambridge I , Laurier, and Primrose I letting them know that until the cluster shows the Co-op will only proceed with emergencies, health and safety issues and required costs on unit turnovers.

1. **Membership Approval**

**Moved by/Seconded by Luc-Anne Salm/Guillermo Camacho Adopted**

**BE IT RESOLVED THAT** Sthere Derival be approved as a member of the Co-op, pending occupancy.

1. **Management Issue**

Office staff asked if the board had reached a decision on how to address the management issue and the motion from the members meeting in October of 2013. Directors talked about their discussions with CHASEO and how they saw moving forward in the Co-op’s best interest. Several directors indicated that Ladi Emannuel and Paula JeanLouis were tasked with working with Céline Carrière on how to undertake the 2020 Vision process. Directors also indicated that this process, which would involve input from any members interested, would take the Co-op some time to complete. In the meantime, the board was in favour of renewing the management contract so that necessary management activities would continue to take place.

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

**BE IT RESOLVED THAT** Dalhousie Co-op renew the management contract with P. Winter Management Services Inc. to December 31, 2014 and that the Co-op use the year to undertake the 2020 Vision exercise with a decision on future management to implement decisions from the 2020 Vision exercise.

**7. Next Meeting**

The next meeting will be on Monday, January 20th (in-camera meeting with Céline Carrière to plan next steps and prepare for AGM).

The next regular meeting of the board will be on Monday, January 27th, 2014.

The meeting was adjourned at 8:00pm.

**CERTIFIED** to be the minutes of a meeting of the Board of Directors of Dalhousie Non-Profit Housing Co-operative Inc. held on January 13, 2014.

**Signed**

Nancy Prevost-Segbe, President Date

Krishna Bera, Corporate Secretary Date