

**Sunset Heights Housing Cooperative
Board of Directors Meeting
Thursday, July 16, 2020**

Call to Order: 7:00 pm

In Attendance:

John King Judy Lea Maria Dacosta
Dee Dee Sixto

Absent:

Erica Gysbers Mima Moulechkova

Additions to Agenda:

Job Fair

Approval of Agenda:

Motion: Maria **Second:** Dee Dee **Carried**

Approval of Minutes: June 25, 2020

Motion: Judy **Second:** Maria **Carried**

Recurring Issues:

Arrears: None to report

Move-in/Move-outs/transfers: Nothing new to report

Cana Management Report: No item discussed

E-Mail/Phone Board decisions: No decisions by e-mail or phone.

Finance/Budgets: The October Cana invoice has not been paid, but we paid the March invoice twice. John will work this out with Brenda.

Liaison Reports:

Membership: Nothing new to report.

Maintenance:

- Replacing all stairwell & fire door knobs with lever handles to bring us up to code.

Landscaping:

- Dee Dee will contact Shawn for a site schedule for the Landscaper.
- Selling the old gas yard equipment is pending

Social: On hold

Participation:

- We are working on setting up a job fair (Sept 19) & scheduling a work party.

Old Business:

Letter to Members: (parking, plumbing, plants):

- **Trailer:** The trailer is being moved soon.
- **Plumbing:** This has been sent back to Maintenance for discussion regarding the procedure for these type of charges.
- **Pet Notice – Off leash:** Pending

Insurance Audit: May 5, 2020. John will follow up with Heather to see what steps need to be taken.

SOT/Subsidy: No new requests.

- Robertson's came and measured the 2nd and 3rd floor windows. Cristina is doing the CCDC2. The quote is now at \$250,000.00 so we are still within the range originally specified on the Capital Plan.

- We have one nomination submitted in writing. We can run the Board with a minimum of 3 Directors and a maximum of 8. Mima will not re-run for the Board so we have a possible 3 positions to fill
- Board Course is pending

Motion: Judy **Second:** NO SECOND **Defeated**

Pending/Tabled Items:

Rules 2.0: **Tabled**

ADJOURNED: 7:55 pm
NEXT MEETING: Thursday, August 20, 2020
MINUTES: Taken by Donna Fo – Unit #309