

**Sunset Heights Housing Cooperative
General Membership Minutes
Budget
November 5, 2019**

Quorum:	Members needed to be in Attendance	18
	Members in Attendance	31

Call to Order: 7:04 p.m.

Guests: Lisa Berting – Cana Management

Approval of Agenda with addition of an elevator update:

Motion: Sandra I. **Second:** Heather **Carried**

No business arising from the minutes: April 25, 2019

Motion to approve: Sandra **Second:** Erica **Carried**

James made a statement from the Board of Directors: Thank you to everyone who attended the Capital Plan workshop earlier this year. Our budget has been drafted to align with the approved Capital Plan.

2019/20 Budget: Lisa Berting presented our proposed budget. Please refer to pages 23 to 29 for any description of accounts used for our operating budget.

Please see page #7: Federal Assistance: We no longer qualify for Federal Assistance after March 2020 as long as we have an agreement in place with B.C. Housing for subsidy. Lisa advised that we should apply for the Federal Assistance subsidy when our B.C. Housing agreement ends and we may get some of the \$60,000.00 lost.

Replacement Reserve Balance: \$566,999.00.

Landscaping: Shawn explained the large increase in the Landscaping budget request. We would like to hire a professional landscaper yearly. 4 quotes were obtained and the committee is recommending Eco Terra at a cost of \$16,660.00 plus taxes.

Motion to approve – 6.9% increase:

Motion: Angelina **Second:** Stephanie

In Favor **15**

Against **16**

Motion defeated

Shawn also received a quote from Eco Terra for a 6 month contract at half the cost. Shawn was asked to contact Eco Terra to see if they will do a 9 or 10 month contract. With the reduction in the landscaping budget, a motion of a 5% increase was put on the floor.

Motion to approve – 5.6% increase **Carried**

Motion: Angelina **Second:** Carrie

In Favor **22**

Against **6**

Opposed **0**

Abstained **0**

We will have a \$2,000.00 surplus and will hold it to apply to landscaping to cover the budget request reduction.

Motion to approve our 2019 budget as amended:

Motion: Angelina **Second:** Stephanie **Carried**

Elevator Update: We have encountered a huge roadblock in the elevator upgrade. The hole drilled for the cylinder is not deep enough and requires additional drilling. This will push the project completion to possibly February 15, 2020. Angelina has all the documents for the Board to sign following this meeting.

With the new requirement for the elevator we need to keep the guest parking area as empty as possible. NO member parking at any time will be allowed. We will create dash board decals for all members to give to visitors so we can identify vehicles that need to move. Any vehicle that does not have a decal will be towed immediately. Members are responsible for all guests.

Motion to allow immediate towing (even members)

Motion: Stephanie **Second:** Sandra I. **Carried**

Adjourned: **8:45 p.m.**

Minutes taken by: **Donna Fo**