

Sunset Heights Housing Cooperative Board of Directors Meeting Thursday, July 21, 2022

Call to Order: 7:01pm

In Attendance:

Heather Judy Maria Stephanie (*via phone in*)
Alison Carmen Daniel

Absent: Cristina, Price

Additions to Agenda:

- CHFBC website for Sunset Hts. co-op
- Karen Tuckwood's Shares
- Garden Box Fees (added later)
- Date for next GM (added later)

Approval of Agenda: Carried

Approval of Minutes from June Board meeting: tabled

Recurring Issues:

Can Management Report: (not on the agenda)

E-Mail/Phone Board decisions: No decisions.

Arrears & SOT Applications: Nothing to report.

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

Liaison Reports: not on agenda

Old Business:

Street Parking: Judy will follow up – send email to Stephanie re contact info for City Parking person

Subsidy Update: Contrary to info given to us, we will not be allowed to apply for subsidies we don't currently have active. We can re-apply every year in December and members (or prospective new members) who need a new subsidy would need to wait and see if they would be granted a subsidy

S.O.T. – Cristina reported on this last meeting (*remove from agenda for next month*)

Transfer of \$\$ from reserve: approved last meeting (*remove from agenda for next month*)

Board Course: 4 Board members (Allison, Daniel, Cristina and Price) are still needing to take one or two Board courses. Board members are reminded that they **MUST** take these courses within 6 months of joining the Board. Judy will send information about Board courses again to the above members.

Pet Toilet Issues: (resolved last month) (*remove from agenda for next month*)

Policy: Stephanie (re 9 Board members allowed?) By-Laws 2003, were in the process of being amended for Sunset Hts. but was not completed. We are within the legal limits for # of Board members according to the By-Laws from Victoria.

BOD Policy: Heather will follow up with Donna. Final revisions for BOD Policy were not completed. Will bring this back to GM when done.

Cooling Station: Judy did research about air conditioners and passed on to Kevin but no action has been planned yet. Judy will send information to Heather and she will follow up with Kevin/Maintenance. In the meantime, if there is a heat dome or severe high heats, an 'extra' air conditioner can be brought into the common room for those in need of it.

Board of Director Insurance: tabled pending information from ???

EV Charging: Judy sent all available info to Board members and will obtain updated quotes from 3 companies.

Cana Budget Prep: Heather will send email to all committee heads re budget requests for upcoming year (Judy to write and send to Heather for approval)

Sign-In List: To be changed to include info about who is a member or associate member.

Explanation: At GMs, only main and associate members are allowed to take part in discussions and vote. If anyone is in attendance who is NOT a member, they must declare this and someone will be responsible to make sure the protocol is adhered to.

PIPA Officer: Donna will do a write up for 2ndary PIPA Support Officer to take to Participation. If this is to be a true 2nd job (and not just a support position for the current PIPA Officer), this must have GM approval.

Associate Member Unit Priority: tabled

CHFBC Website for Sunset Hts: Information is out of date. (especially housing fees!) Donna needs to follow up with CHFBC to update.

Karen Tuckwood's Shares: These have been approved and the cheque is written but deposit is on hold due to legal issues.

Garden Boxes: A question has been raised about collection of and use of garden box fees. Minutes pertaining to this issue will be found by Stephanie.

Next GM: To be held in September. It is Heather's wish to have quarterly GMs in the future. Date and topics to be decided next Board meeting.

In Camera Session Followed. Separate minutes will be send to Heather for approval and placed in sealed envelope to be delivered to CANA.

ADJOURNED: (including In Camera Session) 8:20 pm

NEXT MEETING: Thursday, August 18th, 7:00 p.m.