

**Sunset Heights Housing Cooperative
Board of Directors
Thursday, September 15, 2022**

Call to Order: 7:02 pm

In Attendance:

Stephanie	Heather	Maria	Daniel
Carmen	Price		

Absent:

Cristina	Allison	Judy
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Additions to Agenda:

- Approval of Associate Member application
- Camera's in Units
- Retaining Walls

Approval of agenda with additions:

Motion: Maria	Second: Price	Carried
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Approval of Minutes – August 19, 2022

Motion: Maria	Second: Price	Carried
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Recurring:

Cana Management Report: Take note of

- Vacancy loss for Unit #105 was \$6,000.00
- Subsidy application received

E-Mail/Phone Poll Decisions: None to report

Arrears & SOT Applications: Follow up to last meeting. This approval was cancelled. This Member does not meet the requirements for SOT or subsidy.

Move-In/Move Out/Transfers: None to report

Liaison Reports:	Tabled
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- The Social Committee is looking for a new Chair.

Old Business:

Street Parking: The City of Burnaby has replied to our request and can only offer 2 hour limits on street parking. Judy will be asked to dispute this, we still want permit parking.

Subsidy Update: We still have no new information. Updates expected mid September, so any day now.

Board Course: Cristina and Allison are taking the course tonight. Price and Daniel are scheduled over the next 2 weeks

Pet Toilet:	Tabled
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Cooling Stations:	Tabled
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EV Charging:	Tabled
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Cana Budget Prep: The draft budget meeting has been scheduled for Wednesday, September 21, 2022 at 7:00. Notices have been posted.

Sign in Sheet: The new sign in sheet (Principle and Associate Member) is ready.

PIPA Officer: Participation is waiting for the Board to give us a list of job duties and then we will write the job descriptions.

Associate Member – Unit Priority:

Tabled

CHFBC Website update:

Done

Garden Boxes: Judy will provide all financial information for the last 5 years and this will remain under the Landscaping Committee.

Member items – extending from patios to common areas:

Tabled

Next GM: Wednesday, October 26, 2022

New Business:

Retaining Wall/Leak – update: The project is scheduled to begin October 3, 2022. Kevin has sent an e-mail to Cristina asking if an info session has been set up with Members? We are waiting for the contract review from our Lawyer before it can be signed off. We need to discuss “security” after the fences are removed.

Chair Position jobs:

We have an issue with the Maintenance Chair getting angry with another Member touching the fan timers. The Participation Committee did not know that the Maintenance Chair had taken on this task and gave the job to someone else. Without thought or discussion the Maintenance Chair placed pad locks on the timers. This puts us at risk with the Fire Department and means that when the Chair is not home, no one else can access these timers.

Motion to remove the locks from the fans.

Motion: Stephanie

Second: Price

Carried

Board Positions on Committees:

As Board Members we are to be involved in Committee work, but must remain neutral.

At the last Maintenance Committee meeting there was a lot of finger pointing and accusations made between a Member of the committee and a Board Member. As Board Members we must set a higher standard than that. Please remember your position on the Board when you attend committee meetings. This can be discussed further when all Board Members are in attendance.

Associate Member Application: We have received an associated member application from Noah Escobar in unit #105 to allow Emily Primerano to purchase one (1) Co-op share.

Motion to approve this request.

Motion: Carmen

Second: Stephanie

Carried

Camera in Unit: We have had a request from a Member that is having issues with her neighbor to install cameras in her unit. (at her cost) This will be allowed only for in unit or patio. No camera can be installed in the main hallways.

In Camera: Donna left the meeting for “In Camera” discussions.

Next Meeting: Thursday, October 20, 2022

Minutes: Donna