

**Sunset Heights Housing Cooperative  
General Membership Minutes  
Budget  
October 19, 2023**

**Call to Order:** 7:00 p.m.

<b>Quorum:</b>	Members needed to be in Attendance	18
	Members in attendance – in person	20
	Members in attendance – via zoom	11

**Guest:** Isuru Kalchana of Cana Management

**Guest:** Lisa Berting of Cana Mangement

**Speakers List:** Carmen will control the speakers list tonight

**Zoom Voting:** Heather will control the voting count for zoom attendees.

**Please note, going forward that if you are voting by Zoom you must show your face on the screen or your vote will not be accepted.**

Stephanie explained that the Board was informed last night that we have not been following the rules in our agreement which lays out the process for a budget meeting. In the past we have allowed Members to attend this meeting and make changes to the proposed budget that could change the Board of Directors proposal for upcoming housing charges.

Every year Committees send a budget request to the Board for review and if accepted a “draft” budget meeting is scheduled for Members to ask any questions and have changes made. Following the “draft” budget meeting, the budget will be finalized and Cana will sent to the Board for approval. At that point budget packages are created for each Member which will include the housing charge information request from the Board for Members to review and a Budget Meeting is scheduled. At that Budget Meeting no changes will be made to the budget, it is final. Members will be voting on housing charge changes and accepting the budget as presented.

**Reminder:** We have aligned our housing charges with our fiscal year so your housing charges are from December to November.

This process should start tonight, but several Members stated that they did not attend the “draft” meeting due to short notice and were not informed of this change.

**Cheryl:** We were not informed about this change prior to tonight, we should reschedule this meeting.

**Judy:** I would like to make a motion to stop this new process for this year’s meeting, open this budget to discussion and then a vote.

**Motion:** Judy

**Second:** Derek

**Carried**

<b>14</b>	<b>Room</b>
<b>6</b>	<b>Zoom</b>
<b>6</b>	<b>Opposed</b>
<b>1</b>	<b>Abstain</b>

The new process will be used for all budgets going forward. Lisa joined our meeting via Zoom and presented the excel spreadsheet for Members to discuss.

**Question:** We voted to have the \$4,000.00 EV Ready Plan added to the budget, but we need to get it included in the budget.

**Lisa:** You should have this included in your Capital Plan update.

Questions were asked about the amount of money we spent on fencing repairs. These costs were associated with the work that needed to be done after the retaining wall project. Shannon reminded Members that before that project we voted no to hiring an Engineer and since that project the Maintenance Committee is committed to always hiring an Engineer on large projects.

The charges out of the office budget are pretty high for supplies and we purchased a desk last year. We need a new computer and don’t know where we can charge that. Lisa stated it can be charged to the reserve.

We have spent large amount on the Co-Op Lawyer. Doris asked why these charges are so high. What are we using him for? Stephanie stated that we needed legal advice on several complaints that the Board received which started with a “petition”. Doris stated that not all of us are aware of any petition so why are you using our money and our lawyer without giving us any information? Is this all personal stuff? Stephanie stated that these are sensitive issues and we needed to have legal advice. Mima stated that she

has been a Board Member and the Board should be solving our internal problems, not relying on a lawyer. Heather reminded us that we vote for our Board of Directors and we need to have some level of trust in what they are dealing with.

Motion to approve the 2024 budget as presented with a 4.44% housing charge increase.

**Motion:** Corrie

**Second:** Carmen

**Defeated**

**In Favor 4 - room**

**In Favor 7 - zoom**

**Opposed 11 - room**

**Opposed 3 – zoom**

**Abstain 1**

**Motion to approve the 2024 budget as presented with a 6.05% housing charge increase.**

**Motion:** Emily

**Second:** Heather

**Carried**

**In Favor 16 - room**

**In Favor 4 - zoom**

**Opposed 3 - room**

**Opposed 4 – zoom**

**Abstain 1**

**Adjourned:** 8:45 pm

Minutes taken by Donna