

**Cardiff Housing Co-operative Inc.**

Minutes from the meeting of the General Members held at 7:00 PM on Tuesday, August 23<sup>rd</sup>, 2011 in the meeting room of Cardiff Housing Co-operative Inc., 1460 Bayview Avenue, Toronto, Ontario, M4G 3B3

**Directors of the Co-operative present**

John Williams, President, arrived late  
Darlene McGarry, Vice-President  
Michelle Greig, Secretary  
Kairn McLellan, Staff Liaison  
Kris Booth  
Cecil Walters  
Yamini Dave

**General Members present**

Jessica Reynolds  
Susan Dietrich  
Cecille Harvey-Francis  
Elizabeth DeCorte  
Mary Knowles  
Pat Munson  
Henry McLoughlin  
Andrew Cowles  
Richard England  
Patrick Newman  
Carol Newman

**Staff of the Co-operative present**

Shannon Knox, Cardiff Co-Op Manager

**1. Meeting called to order and proof of quorum.**

Darlene McGarry opened the meeting and Michelle Greig took the minutes, as John Williams was running late. A quorum (at least 13 members) being present the meeting was called to order at 7:10 PM.

**2. Approval of Agenda**

MOVED by Kairn McLellan, SECONDED by David Wichman, THAT the agenda be approved as presented.

Carried.

**3. Proof of sufficient notice for meeting**

There was proof of sufficient notice for the meeting.

**4. Introduction of guest, Auditor, Ed Roscetti.**

**5. Auditors Report – Report of Examination, April 30<sup>th</sup>, 2011**

Format of auditors report has changed, more detail is included. Revenue consistent from previous year. Increase in revenue from roof rental and HST rebate. Increase in expenses due to HST. Mortgage rate has decreased to just over 2% so we will notice a monthly subsidy reduction for the upcoming year.

MOVED by Richard England, SECONDED by Kairn McLellan, THAT the Audit be approved as presented.

Carried.

**6. Appointment of Auditor for the year ended April 30<sup>th</sup>, 2012.**

MOVED by Patrick Newman, SECONDED by Mary Knowles, THAT Ed Roscetti be appointed auditor for the year ended April 30<sup>th</sup>, 2012

**7. Motion to approve the Minutes of February 24<sup>th</sup>, 2011.**

MOVED by Richard England, SECONDED by Jessica Reynolds, THAT the General Member Meeting Minutes of February 24<sup>th</sup>, 2011 be approved with amendment to minutes on Page 3 – that Patrick Newman presented on behalf of Carol Newman.

Carried.

**8. Business arising from the Minutes of February 24<sup>th</sup>, 2011. - none**

**9. President's Report – John Williams**

**Elevator:** would require elevator shutdown for 2 months – could be late fall. This would require members to assist other members who may have difficulty getting in and out of building. Lighting for buttons on elevator will be upgraded.

**Garage:** Still not complete, will be completed soon.

**Finish hallways/stairwells:** this will wait until elevator maintenance complete.

**Odour on 1<sup>st</sup> floor:** ongoing issue, the Board is trying to fix the problem, but the issue is ongoing. Members present agreed that the odour of the febreeze outlet is improving the smell and should remain. Cecile suggests that we should look into charcoal insert that would eliminate odour but not cause a perfume smell.

**Outside Concrete Work:** Board is looking into putting a retaining wall on Bayview, at which point we would look at outside concrete repairing.

**Front Door:** Board is looking at different companies that can suggest Front Door options.

**Renovation to Meeting Room:** Suggestion that we create a survey for members to input into structure or changes to room. Then to invite members to open discussion on the matter.

**10. Committee Reports**

Suggested that any member can create a committee or take on leadership or participate in any committee. Members can be making proposals to Board for events.

**A/Finance -nothing to report**

**B/Green – nothing to report**

**C/Social – nothing to report**

**D/Membership Selection** –revision to application package. Membership lists are closed.

**E/Gardening – nothing to report**

**F/Newsletter – nothing to report**

**11. CHF Canada Report – Carol Newman, please see attached document.**

**12. Selection of CHF delegate – Carol Newman gave brief description of role.  
Yamini Dave is interested in the position. Board will delegate at next meeting.**

**13. Election of 3 Board Members**

**A/ Introduction of Candidates**

No candidates nominated prior to meeting

**B/Nomination of candidates from the floor**

Nominations were received for the following members:

Yamini nominates: Pat Munson, Richard England.

Patrick Newman is putting himself forward

Each accepted the nomination. No other nominations were received.

No Polls necessary as only 3 nominations received.

MOVED by David Wichman, SECONDED by Kris Booth, THAT we accept Patrick Newman, Pat Munson, and Richard England to the Board of Directors.

Carried.

**14. New Business**

**15. Motion to Adjourn**

MOVED by Kairn McLellan SECONDED by Andrew Cowles, THAT the meeting be adjourned.

Carried

The meeting ended at 8:30 PM.

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President

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Secretary

**CHFT and CHF Canada report for Cardiff AGM August 23, 2011 – Carol Newman**

**Cooperative Housing Federation of Canada:**

- Ontario Region has 3 priorities because of the October 6<sup>th</sup> election (see poster)
  - Build more co-op housing, Reform the co-op housing eviction system; support and protect existing co-op housing
  - Highlights of Reform of Co-op Tenure Dispute Resolution System
  - Perhaps the material may be posted on the bulletin board
- Annual General Meeting I attended in St. John's, NFLD, May 25-28
  - Member Education Forum half day workshops with information to share with Cardiff. Attended:
    - Great Board Meetings
    - Getting Governance Right & Principled Leadership
    - Fill Those Units & Save (focus on marketing creatively)
    - Facilitators suggested that delegates do mini presentations at Members Meetings to share information. The goal is to increase member engagement and voice within coops.
  - Annual meeting for Ontario Region and election of Board
  - Full day for National Business meeting – primarily resolutions
  - Materials have been given to the Board
- 2011 is the year of getting governance right – it is key to stability & success in a coop.
  - 2020 vision:
    - We need to prepare for the end of operating agreements for the majority of federally funded coop's like Cardiff

- I have a very short video to show you that premiered at the National Business Meeting in St. John's.

**Cooperative Housing Federation of Toronto (CHFT):**

- Attended the June 16<sup>th</sup> annual Diversity Scholarship presentation awards at St. Lawrence Centre for the Arts
  - Includes 17 colleges and universities
  - 65 different coops have students who applied
  - 140 total scholarships to date
  - \$700,000 invested and secured by the Executive Director of CHFT from businesses and sponsors
- Attended the Annual General Meeting on May 5<sup>th</sup>
  - Focus is on Emerging Leaders – the new term instead of youth ages 16-30. Echoed at CHF Canada National Business meeting.
  - Majority of CHFT Board members are under the age of 30 and on their own Coop boards too. One of these was elected to the CHF Canada Board of Directors.