

**Cardiff Housing Co-operative Inc.**  
**1460 Bayview Ave.**  
**Unit 100**  
**General Membership Meeting: Budget**

**Minutes February 21, 2012**

1. John Williams called the meeting to order at 7:16 pm and 13 members are required for quorum. There were 13 members in attendance.
2. Approval of Agenda  
M/S/C Richard England/Carol Newman  
**THAT** the Agenda be approved as amended.
3. Proof of sufficient notice of meeting  
Notice of the meeting was sent prior to all members prior to the 10 day deadline.
4. Motion to approve the Minutes of August 23<sup>rd</sup>, 2011  
M/S/C Andrew Cowles/Pat Munson  
**THAT** the Minutes of August 23<sup>rd</sup>, 2011 be approved.
5. Business arising from previous Minutes  
None
6. President's Report – John Williams

The elevator retrofit will commence this Spring at a cost of \$140,000 with reduced time and the elevator will be out of service for 17 days.

Shannon reported that a notice has been sent out asking members what accommodations they will need during the elevator retrofit and there has been no response so far.

Chairs will be placed in the stairwell and members have volunteered to help members with errands etc.

John recommended that members who are able bring down their recycling to the basement to ease the burden on the caretaker, who will have extra work during the period the elevator is out of service.

John referred to the posting of the priority of repairs that is in the meeting room and is available for members to view, that due to the cost of the elevator and the Fire System upgrade there will be no other projects done this year.

As part of the Fire System upgrade all units will have a fire alarm in their units.

John ruled that John Klymson could speak regarding his concern as well as members who signed a petition that the front doors and the door to the elevator need to be replaced with accessible doors.

Shannon will investigate if the co-op qualifies under CMHC RRAP program for a grant to retrofit the doors.

If the co-op does not receive the grant there will be a list once the priority of repairs have been completed that the members will be able to vote.

## 7. Committee Reports

### a. Member Selection

Pat Munson reported that the list for applicants is closed and all interviews have been completed.

### b. Decorating/Design

A notice will be posted for a new chair

### c. Aging in Place

Five members are on the committee and they have created a mission statement

### d. John Williams reported that the gardening will be less expensive because the major landscaping has been completed.

8. CHFT/CHF Canada Delegate Report – Carol Newman  
Cardiff Co-op won the first level Green Award presented by CHFT at their award night last November.

Cardiff Co-op also received the Garden of Distinction Award and was the fourth consecutive award.

A detail written report will be sent to the office and will be available to members.

9. Review of proposed budget fiscal year May 1, 2012 to April 30, 2013

Shannon Knox presented the budget.

A member asked why the Waste Removal under Maintenance Expenses was higher than budgeted last year but reduced in the proposed budget. Shannon will check with the bookkeeper.

**M/S/C David Wichman/Steve Mundy**

**THAT** the budget for the fiscal year May 1, 2012 to April 30, 2013 be approved

**M/S/C Carol Newman/Andrew Cowles**

**THAT** a 2.5% housing charge increase be approved.

**M/S/C David Wichman/Yamini Davis**

**THAT** the .5% increase above the 2% in the proposed budget be allocated directly to the Replacement Reserve

## **10. New Business**

- a. Adoption of Director's Arrears By-law

**M/S/C/ David Wichman/Richard England**

**THAT** By-law Number 35 Director Arrears By-law be adopted.

**2/3** approval is required to pass and John counted and confirmed that more than 2/3 voted in favour.

John asked if there was other business to discuss and a member raised a concern of odour on the main floor. John explained on behalf of the Board that every attempt has been made to resolve the issue. Public

Health advised the co-op that unless there is a health hazard a member cannot be forced to comply.

The office will investigate installing a charcoal filter for the hallway on the main floor.

**11. Motion to adjourn**

There being no further business, John declared the meeting adjourned at 8:27 p.m.