

Cardiff Housing Co-operative Inc.

Minutes from the meeting of the General Members held at 7:00 PM on Wednesday February 27, 2017 in the meeting room of Cardiff Housing Co-operative Inc., 1460 Bayview Avenue, Toronto, Ontario, M4G 3B3

Directors of the Co-operative present

President	Patrick Newman (802)
Vice-President	Teresa Porto (503)
Treasurer:	Pat Munson (501)
Recording Secretary:	David Wichman (706)
Board Member:	Gale Lemon (606)

Staff: Shannon Knox, Cardiff Co-Op Manager

General Members present

Susan Dietrich (302)	Teresita Nepomunceno	Cecil Walters (205)
Cecile Harvey-Francis	(201)	Jeanette Williamson
(306)	Carol Newman (802)	(706)
Ruben Nepomunceno	Chris Parker (406)	
(201)	Louise Valois (704)	

1. Meeting called to order and proof of quorum.

Patrick Newman opened the meeting and David Wichman took the minutes. A quorum (i.e. 12 members) being present, the meeting was called to order at 7:11 PM.

2. Approval of Agenda

M/S/C Gale/Pat

THAT the agenda be approved as presented.

3. Proof of sufficient notice for meeting

There was proof of sufficient notice for the meeting.

4. Review of Proposed budget for year May 1, 2013 to April 30, 2014

Shannon presented the proposed budget, including the following highlights:

- Revenue
 - There is a proposed 2.5% increase to housing charges for 2014.

- As of 2012, Cardiff's housing charges were \$200 to \$300 below average neighbourhood rents.
- Expenses
 - Vacancy loss will increase due to a planned one-month vacancy between move-ins to allow empty units to be refurbished.
 - Increased gas costs budgeted to allow for the possibility of a colder winter next year.
 - Increased maintenance to allow for costs of maintaining an aging building.
 - Increased spending in administrative fees due to new practice of hiring consultants to oversee maintenance projects.

M/S/C Carol/Jeanette

THAT the budget be approved as presented.

M/S/C Gayle/Chris Parker

THAT the 2.5% Housing Charge increase be approved.

5. Review of proposed new Housing Charge Subsidy By-Law

Shannon presented the proposed new Housing Charge Subsidy By-Law, as recommended by CHFT and approved by the past and current Board.

Louise raised her concerns about proper communication to the members about changes made to By-Laws, specifically the repealing of By-Laws.

M/S/DEFERRED (see below) Pat/Gale

THAT the Housing Charge Assistance By-Law #7 be repealed and amendment #19 be repealed and that By-Law #36 as passed by the Board on Dec. 12, 2012 confirmed by 2/3 of the members.

M/S DEFERRED (see below) Pat/Jeanette

THAT following change be made to the By-Law: 6.1. "Thirty percent (30%)" will change to "Twenty-six percent (26%)."

M/S/C Louise/Jeanette

THAT the vote to repeal this By-Law be deferred until the next General Meeting to allow the Board to communicate more clearly the changes between the repealed By-Law and the proposed new By-Law.

(Pat abstained from the vote.)

6. Motion to approve Minutes of August 14th, 2012 Annual General Membership Meeting

M/S/C Pat/Jeanette

THAT the minutes be approved with the following addition to item 1:

“Patrick Newman took the minutes.”

(Cecille abstained from voting.)

7. Business arising from minutes

There was no business arising from the minutes.

8. President's Report – Patrick Newman

Cardiff Co-Op President Patrick Newman presented his report to the members. He addressed the following issues:

New Members: The Co-Op welcomed new members Ruben Nepomunceno and Teresita Nepomunceno who recently moved into unit 201.

Board Training: This past year, the Board received training on reading Financial Statements, on governing according to co-op principles, and on efficient planning.

Automatic Doors for Lobby: The Board has applied for a grant to fund this project and committed to completing the project, regardless of receiving the grant or not, by Fall 2013.

Property Services: The Board was been working with Jeff McNab of Property Services, including revising their contract with Cardiff, to oversee maintenance of the building.

Cell Tower Damage Repairs: Repair work by the cell tower companies who damaged the building during installation of their equipment is ongoing.

Brick Repair: Repair work to the west side of the building is ongoing.

CHFC Planning: Operating agreements for federal co-ops such as Cardiff are a key issue for co-ops approaching the end of their mortgages. CHFC has made supporting such co-ops a priority.

2020 Vision: Patrick presented the 2020 Vision co-op program that offers funding to co-ops that meet certain standards of governance, management, environmental protection, and planning.

9. Committee Reports

Membership Selection

Pat reported that Cardiff is currently accepting applications for two-bedroom units. The list is closed for one-bedroom and bachelors.

Aging in Place

Louise reported that the Aging in Place committee has been successfully operating for one year. They have been meeting monthly and have enjoyed a recent pot-luck dinner, guest speakers, such as a representative from Sprint, and will soon be launching a bulletin board featuring issues important to seniors.

10. CHF Delegate Report – Carol Newman

On behalf of Carol Newman, Patrick Newman reported highlights from recent **Co-Operative Housing Federation of Toronto** meetings:

- Tom Clement, 30-year veteran of CHFT, was recently awarded the Queen's Jubilee medal for his efforts working for Co-ops.
- CHFT has established seven co-op units within a condo complex in downtown Toronto.
- CHFC has established a connection with the Prime Minister's Office on national co-op issues, including successfully working to remove a refinancing penalty for co-ops extending their mortgage.

11. Other Business

There was no other business raised.

12. Motion to Adjourn

M/S/C Louise/Gale

THAT the meeting be adjourned.

The meeting ended at 8:21 PM

I hereby certify that the above Minutes have been certified and approved at the Board of Directors' meeting held on February 27, 2013.

X_____
Patrick Newman
President

X_____
David Wichman
Recording Secretary