

Cardiff Housing Co-operative Inc.
1460 Bayview Ave.
Unit 100
Board of Directors Minutes

Date: May 14, 2014

Attendees: President: Patrick Newman
Vice-President: Teresa Porto
Treasurer: Leah McClare
Staff Liaison: Darlene McGarry
Recording Secretary: David Wichman

Staff: Joan Pollock (Interim Manager)

Guests: Jeff McNab (Property Services) [Jeff arrived at 7:26 PM and departed at 8:02 PM]

Regrets: Board Member: Gale Lemon

1. A quorum (i.e. four Board members) being present the meeting was called to order at 7:00 pm. Teresa Porto chaired the meeting and David Wichman recorded the minutes. (Items are recorded in the minutes in the same order as in the agenda. This may not be the exact sequence in which the business was transacted at the meeting).
2. **Agenda:**
M/S/C by Darlene/Leah
THAT the Agenda be adopted with the following changes:
 - Add item 10: New business
3. **Conflict of Interest:** No conflicts of interest were declared.
4. **Date and time of next Board Meeting:** Wednesday, June 11th, 2014 at 7:00 p.m.
5. **Approval of Minutes of March 12th and April 9th**

M/S/C by Darlene/Leah

THAT the minutes of March 12, 2014 be approved as presented.

M/S/C by Darlene/Patrick

THAT the minutes of April 9, 2014 be approved as presented

6. Financial Statements:

The Board reviewed the February and March financial documents.

M/S/C by Darlene/David

THAT the financial statements be approved as presented.

7. Maintenance Report from Jeff McNab

Jeff McNab reported on the maintenance of the building, including the following items:

- Trench cleaning
 - The trench drain at the bottom of the garage ramp and the drains in the garage have been power washed and pumped out.
- Kitchen & bathroom designs
 - The Board discussed queries from Strasman architects.
 - Jeff will report the Board's responses and then be in touch regarding next steps
- Outside brick repairs on hold
 - Engineer's bid documents and specifications have been received.
 - R & C to update documents to separate the costs that cell tower companies will be responsible for.
- Balcony inspection / repair to 603/703
 - The Board reviewed two quotes for balcony repair work.

M/S/C by Darlene/Teresa

THAT Capoferro be approved to complete the balcony repair for the quoted cost of \$18,600.00 (plus HST).

- Carpet replacement
 - Hallway carpets have successfully been replaced
 - Baseboard replacement is pending completion of painting.
- Hallway Painting
 - Apollon has presented three paint options which have been shared with the members who have chosen option "C"
 - Jeff will coordinate the paint work in the coming weeks with the chosen option
- Unit Inspection update

- The Board discussed units requiring floor replacement.
- Recycling area
 - Arten has cleaned up the fenced-in area at the west side of the building and repaired the gate latch

8. **Manager’s Report:**

Joan presented her report the Board, including the following items:

- Parking spot available
 - Spot #2 in the underground garage was being rented to a non-member and is now vacant
 - The Board agreed to look into whether any members are interested in renting the spot
 - If not, the Board will investigate the possibility of installing bicycle racks (ideally in the northeast corner space, currently being rented to a non-member who could be approached to relocate to space #2)
- Office furniture
 - The Board agreed to replace the office furniture that is in disrepair.

9. **“In Camera” Meeting**

- See Confidential Items

10. **New Business**

- CHFC Resolutions: Patrick shared recent resolutions made by CHFC
 - National Resolutions
 1. You Hold the Key – Fix the Co-op Housing Crunch: Safeguarding Affordable Co-op Homes
 2. Blueprint for a Co-operative Decade for Canada’s Housing Co-ops
 3. Funding for Grassroots Organizations Supporting Affordable Housing
 4. Member Investments
 5. First Nations Communities – On Reserve Housing Co-operatives
 - Ontario Resolutions
 1. Online Voting for the Northern Ontario Council Member
 2. You Hold the Key – Fix the Co-op Housing Crunch in Ontario

11. **Adjournment:** 8:34 PM

X _____
Patrick Newman
President

X _____
David Wichman
Recording Secretary