

## Board of Directors Meeting Minutes

CCHC Boardroom  
November 18, 2015  
1:00pm – 3:00pm

**Board Members in Attendance:** Joanna McCallum Cheryl Godefroy  
Dan Sparks Bob Kocian  
Garth Lyon Chuck Patel  
Peter Musil

**Others in Attendance:** Cathy Robinson, CCHC  
Michael Fark, Town of Canmore Liaison to CCHC  
Cathy-Anne David, CCHC Construction Administrator

**Regrets** John Borrowman  
Carolynn Winterhalt

There being a quorum, Joanna McCallum, Chair, called the meeting to order at 1:13 p.m.

### 1) Agenda Approval

Moved by Bob Kocian to approve the agenda as presented.

Carried unanimously

### 2) Approval of Minutes

a. October 16, 2015 Regular Board Meeting minutes

#### **Motion 2015.57**

Moved by Cheryl Godefroy to approve the Minutes of the October 16, 2015 Regular Board meeting minutes as presented.

Carried unanimously

b. October 30, 2015 Special Board Meeting minutes

#### **Motion 2015.58**

Moved by Dan Sparks to approve the Minutes of the October 30, 2015 Special Board meeting minutes as presented.

Carried unanimously

### 3) Business Arising from Minutes:

a. Recommendation for a change in scope to Construction Administrator's Contract.

Moved by Bob Kocian to go in camera at 1:18 p.m.

Moved by Bob Kocian to come out of camera at 2:06 p.m.

**Motion 2015.59**

Moved by Bob Kocian to authorize the Chair to execute a contract for Project Management showing a change in scope as discussed and amended.

Carried unanimously

**4) Reports:**

- a. Report from Administration

**Motion 2015.60**

Moved by Peter Musil to accept the November 14, 2015 Report from Administration for information purposes.

Carried unanimously

Cathy-Anne David left the meeting at 2:20 p.m.

**5) New Business:**

- a. CCHC Officers and Executive Committee Appointments

**Motion 2015.61**

Moved by Dan Sparks to appoint the following directors as officers of the corporation: Joanna McCallum, Chair; Garth Lyon, Vice-Chair; Peter Musil, Treasurer

Carried unanimously

- b. 2015/16 Meeting Dates

**Motion 2015.62**

Moved by Bob Kocian to approve the CCHC meeting schedule for the 2015/16 year as presented.

Carried unanimously

**6) In Camera Items**

Moved by Peter Musil to go in camera at 2:36 p.m.

- a. Development Issue
- b. Governmental Issue

Chuck Patel left the meeting at 2:50 p.m.

- c. Client Issue
- d. Contract Issue

Moved by Dan Sparks to come out of camera at 3:18 p.m.

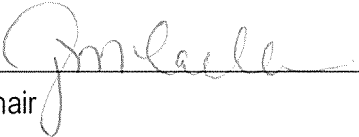
**7) Next Meeting:**


The next meeting will be held on December 16, 2015 at 1:00 p.m.

**8) Motion to Adjourn**

Moved by Dan Sparks to adjourn the meeting at 3:19 p.m.

Carried unanimously

  
Chair

  
Vice Chair