



Board of Directors Meeting Minutes

Thursday, May 16, 2013
CCHC Boardroom
4:00-6:00pm

Board Members in Attendance: Garth Lyon (4:20pm) Kimber Meister
Bob Kocian Cathy Robinson
Sean Krausert Dan Sparks

Others in Attendance: Jennifer Bisley, Managing Director, CCHC

Regrets Hans Helder

There being a quorum, Bob Kocian (Vice-Chair) called the meeting to order at 4:06pm.

1) Agenda Approval

Moved by Cathy Robinson to approve the agenda as amended, with the addition of agenda item 6c.

Carried unanimously

2) Approval of Minutes

Motion 2013.18

Moved by Kimber Meister to approve the Minutes of the April 23 2013 Board meeting as presented.

Carried unanimously

3) Business Arising from Minutes: none

4) Committee Reports:

a) **Executive Committee: Treasurer's Report**

Motion 2013.19

Moved by Cathy Robinson to: 1) transfer \$39,288 from operations to The Hector Building Reserve Fund; 2) transfer \$1,331 from operations to the Capital Reserve Fund; and 3) allocate the \$22,038 operating surplus to the Operating Reserve Fund.

Carried unanimously

Motion 2013.20

Moved by Bob Kocian to direct the Treasurer to review CCHC bookkeeping and budgeting procedures and report back to the Board.

Carried unanimously

b) **PAH Project Committee: verbal update**

APPROVED Motion 2013.26 August 28, 2013
CANMORE COMMUNITY HOUSING CORPORATION

5) **Report from Managing Director**

Motion 2013.21

Moved by Sean Krausert to accept the Managing Director's Report for information.

Carried unanimously

6) **New Business:**

a) **Town of Canmore Employee Housing Update**

Motion 2013.22

Moved by Dan Sparks to accept the Town of Canmore Employee Housing Update report for information.

Carried unanimously

b) **CCHC Corporation Strategic Review Subcommittee Terms of Reference**

Motion 2013.23

Moved by Sean Krausert to approve the Corporation Strategic Review Committee Terms of Reference as presented and to allocate up to \$10,000 for facilitation, administration and research costs.

Carried unanimously

Motion 2013.24

Moved by Garth Lyon to appoint Cathy Robinson to the Corporation Strategic Review Subcommittee.

Carried unanimously.

c) **Board Member Resignation**

Motion 2013.25

Moved by Bob Kocian to accept Sarah Law's written resignation from the CCHC Board effective May 13, 2013.

Carried unanimously

7) **In Camera Items**

Moved by Kimber Meister to go in camera at 5:29pm

a) **Intergovernmental Issue**

b) **Program Issue**

Dan Sparks left the meeting at 5: 50pm

c) **Draft Report**

Kimber Meister declared a conflict of interest and left the meeting at 5:59pm.

d) **Client Issue**

Moved by Bob Kocian to come out of camera at 6:06pm

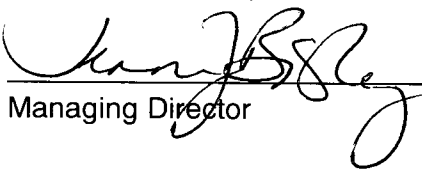
8) Motion to Adjourn

Moved by Cathy Robinson to adjourn the meeting at 6:07pm.

Carried unanimously



Chair



Managing Director

