

Board of Directors Meeting Minutes

**Thursday, March 15, 2012
CCHC Boardroom**

Board members in attendance:

John Borrowman	Kimber Meister
Hans Helder (4:08 pm)	Cathy Robinson
Bob Kocian	Brent Rosvold (4:20 pm)
Garth Lyon	Dan Sparks

Others in attendance:

Jennifer Bisley, Managing Director, CCHC
Gary Buxton, Town Liaison to CCHC

Regrets none

There being a quorum, Garth Lyon called the meeting to order at 4:05 pm.

1) Agenda Approval

Moved by John Borrowman to approve the agenda as presented.
Carried unanimously

2) Approval of Minutes

Motion 2012.13

Moved by Cathy Robinson that the Board approve the Minutes of the February 16 2012 Board meeting as presented.
Carried unanimously

3) Business Arising from Minutes: none

Hans Helder entered the meeting at 4:08 pm

4) Committee Reports:

- a) **PAH Project Planning Committee**: verbal report
- b) **Financial Sustainability Committee**: verbal report

Brent Rosvold entered the meeting at 4:20 pm

*APPROVED Motion 2012.17 April 19, 2012
CANMORE COMMUNITY HOUSING CORPORATION*

5) **Report from Managing Director:**

Motion 2012.14

Moved by Bob Kocian to accept the Managing Director's report for information.

Carried unanimously

6) **New Business:**

a) **CCHC Human Resource Policies**

Motion 2012.15

Moved by Dan Sparks to approve the following Human Resource Statements of Policy and Procedure (SPP) as presented:

SPP 5.01	Human Resources Primer
SPP 5.02	Recruitment, Selection and Orientation Policy
SPP 5.03	Employee Code of Conduct Policy
SPP 5.04	Salary and Wage Administration Policy
SPP 5.05	Performance Planning and Management Policy
SPP 5.06	Vacation, General Holiday, Hours of Work and Overtime Policy
SPP 5.07	Leaves of Absence Policy
SPP 5.08	Benefits Policy

Carried unanimously

b) **Eligibility Criteria Review**

Deferred until after in camera items

Motion 2012.16

Moved by Brent Rosvold to recommend to Council that no changes be made to the PAH Eligibility Criteria and PAH Partnership Agreement at this time.

Carried unanimously

7) **In Camera Items**

Moved by Kimber Meister to go in camera at 5:21 pm

a) **Intergovernmental Issue**

Garth Lyon left the meeting at 5:40 pm

b) **Intergovernmental Issue**

Kimber Meister declared a conflict and left the meeting at 5:44 pm

Moved by Bob Kocian to come out of camera at 5:46 pm

Kimber Meister returned to the meeting at 5:46 pm

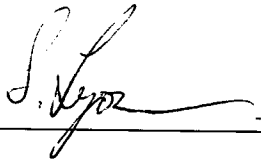
8) Confirmation of future Board Meeting Dates: April 19, May 17, June 21, August 23, September 20, and October 18, 2012

9) Motion to Adjourn

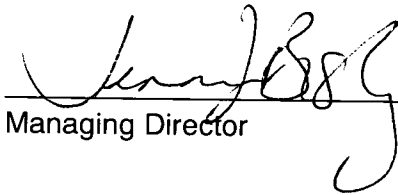
Moved by Kimber Meister to adjourn the meeting at 6:17 pm

Carried unanimously.

Chair



Managing Director



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