

Board of Directors Meeting Minutes

Thursday, April 19, 2012
CCHC Boardroom

Board members in attendance:

John Borrowman (4:07pm)	Kimber Meister (5:04pm)
Hans Helder	Cathy Robinson
Bob Kocian	Brent Rosvold
Garth Lyon	Dan Sparks

Others in attendance:

Jennifer Bisley, Managing Director, CCHC

Regrets none

There being a quorum, Garth Lyon called the meeting to order at 4:04 pm.

1) **Agenda Approval**

Moved by Bob Kocian to approve the agenda as presented.
Carried unanimously

2) **Approval of Minutes**

Motion 2012.17

Moved by Cathy Robinson that the Board approve the Minutes of the March 15 2012 Board meeting as presented.

Carried unanimously

3) **Business Arising from Minutes:** none

John Borrowman entered the meeting at 4:07 pm

4) **Committee Reports:**

a) **Executive Committee: Quarterly Financial Report**

Motion 2012.18

Moved by Dan Sparks that the Board accept the *Quarterly Financial Report* for information.

Carried unanimously

b) **PAH Project Planning Committee:** verbal report

c) **Financial Sustainability Committee:** verbal report

APPROVED Motion 2012.23 May 17, 2012
CANMORE COMMUNITY HOUSING CORPORATION

5) **Report from Managing Director:**

Motion 2012.19

Moved by Hans Helder to accept the April *Managing Director's Report* for information.
Carried unanimously

6) **New Business:**

a) **RFP Affordable Housing Project Business Plan**

Motion 2012.20

Moved by John Borrowman to approve the *Request for Proposals for a Consultant to Develop an Affordable Housing Project Business Plan* as amended, the amendment being an editorial change to paragraph 2 in the "Project Description".

Carried unanimously

b) **Financial Sustainability Model**

Motion 2012.21

Moved by Dan Sparks to accept the *Draft Financial Sustainability Model Structure* report for information.

Carried unanimously

Kimber Meister entered the meeting at 5:04 pm

c) **Draft 2012 Audited Financial Statements**

Motion 2012.22

Moved by Kimber Meister to approve the draft 2012 Audited Financial Statements as amended, the amendments being editorial changes to Notes 4 and 8.

Carried unanimously

7) **In Camera Items**

Moved by Brent Rosvold to go in camera at 5:45 pm

a) **Human Resource Issue**

b) **Contract Issue**

Cathy Robinson declared a conflict and left the meeting at 5:50 pm

Cathy Robinson returned to the meeting at 5:55 pm

Moved by Bob Kocian to come out of camera at 5:55 pm


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

9) Motion to Adjourn

Moved by Dan Sparks to adjourn the meeting at 5:56 pm

Carried unanimously.

Chair 

Managing Director 

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