

Board of Directors Meeting Minutes
Classroom: Civic Centre
April 5, 2017
3:00p.m. – 5:00 p.m.

Board Members in Attendance: John Borrowman Sandra Demchuk
Samantha McConnery Peter Musil
Dan Sparks

Others in Attendance: Dougal Forteath, CCHC
Michael Fark, ToC

Regrets Steve Ashton
Rob Seeley
Sue Anderson

Dan Sparks called the meeting to order at 3:15pm.

Note: prior to the meeting Theresa Newland, CCHC's new rental administrator was introduced to the Board.

1) Agenda Approval

Motion 2017.031 Moved by Samantha McConnery to approve the agenda as presented

CARRIED

2) Approval of Minutes

a. Approval of the March 15th Regular Board Meeting Minutes

Motion 2017.032 Moved by John Borrowman to approve the minutes of March 15 2017 as presented

CARRIED

3) Business Arising from Minutes:

None

4) a. Report from administration

The Board reviewed the Managing Directors report. A decision to keep the existing meeting schedule, first and third Wednesdays of the month, was made. The Board would also like to have a grand opening at McArthur Place in late May early June.

b. 2016 Draft audited Statements

Calvin Scott of Avail CPA, CCHC's auditor, called in to the meeting and presented CCHC's draft audited statements.

Motion 2017.033 Moved by John Borrowman that CCHC's Board approve the 2016 audited statements as presented. CARRIED

Motion 2017.034 Moved by Dan Sparks to go in- camera at 4:26pm to discuss a contract issue CARRIED

c. PEKA Property Management – confidential

Motion 2017.035 Moved by Sandra Demchuk to come out of camera at 5:11pm

Motion 2017.36 Moved by Dan Sparks that CCHC offer to renew the property management agreement for the Hector with PEKA Professional Property Management (PEKA) for a term to begin July 1 2017 and end August 31 2019 and a management fee of 7.5% all in. This offer is available for acceptance until 4:30pm Wednesday April 12th 2017. CARRIED

Motion 2017.37 Moved by Dan Sparks that CCHC's offer per motion 2016.18, extending the McArthur Place property management agreement to August 31 2019, is available for acceptance until 4:30pm Wednesday April 12th 2017. CARRIED

Item 5d was not reviewed.

7) Meeting Adjournment

Motion 2017.038 Moved by John Borrowman to adjourn the meeting at 5:13pm CARRIED



Managing Director



Chair