

**Board of Directors Meeting Agenda
Classroom –Civic Centre
June 20, 2019
3:00 p.m. – 5:00 p.m.**

- 1. Approval of Agenda**
- 2. Approval of Minutes**
 - a. Approval of the June 6th, 2019 Board Meeting Minutes
- 3. Business Arising from Minutes**
- 4. Reports:**
 - a. Report from Administration
- 5. New Business**
- 6. Motion Resolution Action List**

All actions completed
- 7. Meeting Adjournment**

*A majority of the Directors in office shall constitute a quorum. In the case of an equality of votes, the Chair shall be entitled to a second or casting vote.
(Articles of Association s45)*



For Information

DATE OF MEETING: June 20, 2019 **Agenda Item: 4a**

SUBJECT: Managing Director's Report

RECOMMENDATION: For information

EXECUTIVE SUMMARY

The Administration Report summarizes activities relative to CCHC's operations and Strategic Plan as required.

1.0 OPERATIONS UPDATE

May 2019							
	Own Program		Rent Program				
			The Hector		McArthur Place		Mountain Haven
Wait List:	130	+3 over last month	74	-3 from last month	68	+2 over last month	
				58	shared applicants		
Applications YTD:	15	+5 over last month -29 from STLY	55	+12 over last month +8 over STLY	52	+13 over last month +3 over STLY	
↑ Above numbers updated as of May 31, 2019 ↑							
Applications Year End 2018:	76		108		103		
Inquiries YTD:	62	+12 over last month -114 from STLY	153		+43 over last month -27 from STLY		
Inquiries Year End 2018:	280	total	362		total		
Current Occupancy:	100%		100.0%		100%		93%
Total PAH Units:	97	1 Unit FSBO at Mineside Court-C/S	60		48		15
Turnover YTD:	34%	33 Units	12%	7	4%	2	13% 2
↑ Above numbers updated as of May 31, 2019 ↑							
Turnover 2018:	37%	24 sales (24/65)	15%	9 units (9/60)	35%	17 units (17/48)	13% 2 Units (2/15)

2.0 Hawks Bend

Construction update: Cathy-Anne David will provide the Board with a verbal report/update

CCHC administration: will provide a verbal update as to the status of the condo association and related matters

3.0 CCHC Draft - Strategic Plan 2019-2022

The Sub-committee has met and provided its feedback to CCHC's administrator. The administrator will provide the subcommittee with a revised draft Strategic plan for their approval after which it will be brought to the Board for approval (August) and then to the CCHC AGM (October) for final approval.

4.0 CCHC Articles of Incorporation

CCHC administration would like the Board to strike a sub-committee to review a new set of Articles of Incorporation (2019 business plan objective) that would be put forth for consideration/approval to the Board for approval (August) and then to the CCHC AGM (October) for final approval

5.0 Town of Canmore

Michael Fark will provide a verbal update to the questions the Board had posed at the June 6th Board meeting.

Prepared by: Dougal Forteath, Managing Director

Prepared on: June 14th, 2019