**Sunnyhill Housing Co-operative**

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**GENERAL MEETING MINUTES**

**July 20, 2018**

**Hillhurst-Sunnyside Community Association**

**7:00PM**

**In Attendance:**

Andrea Bergen (Office Coordinator), Ben Arkell (10), Lisa Rouleau (18), Richard Harrison (18), Yvonne Sabraw (22), Sara Reimer (30), Pamela Boyd (36), Marion Gauzer (734), Jacky Durrie (738), David Broadhead (744), Kathleen Shepherd (746), Jean Pierre Dandurand (747), Don McCabe (755), Karol Garner (762), Janusz Pol (766), Jane Roberts (767), Chris Hibbert (775), Gabriela Laszlo (783), David Sargent (801), Mia Rushton (803), Eric Moschopedis (803), Mike Whittington (807), Rachel Rose (807), Greg Doram (811), Janice Way (819), Meghan Way (819), Herta Fidler (821), Belle Auld (825), Bob Bott (837), Helen Wirrell (839), Sabine Schlichting (841), Robert Perry (845), Romelia Geamanu (847), Mark Terrell (849)

Regrets: Rachel Janzen (771), Buzz Viberg (805), Coeur Riley (823)

1. Meeting called to order at 7:08pm by Robert Perry.
2. Introductions by Membership
3. Approval of agenda as amended:
	1. Sabine Schlichting motioned
	2. Sarah Reimer seconded
	3. 1 against
	4. Motion carried
		1. Additions: 3 additions added to the agenda
			1. To have someone that is versed in Roberts Rules to run this meeting such as Richard Harrison
			2. Review the procedure for the meeting
			3. Discussion regarding the proposed election
4. Social: Sunnyhill’s 40th Birthday is coming up and the Social Committee would like everyone to start thinking about what they would like to add to the time capsule. Information about the birthday party will come out soon.
5. Education:
	1. CHF 2018 AGM report from David Broadhead, Sarah Reimer and Andrea Bergen
		1. Reports were presented by David, Sarah and Andrea (the reports will also be put on the Sunnyhill Website for Members to view).
			1. David’s workshops:
				1. Community Land Trusts in Vancouver:

While we are not able to do the same in Alberta, the example of Co-operatives pooling resources and working together is powerful. There are lessons for SHC on many levels in that. There is a link to a news article posed in the SHC newsletter that gives some insight

* + - * 1. Working with Government:

Find a champion

Be persistent

Align our Co-op with government needs

Learn the lingo

Be a partner

* + - * 1. Co-op Development and Managing Change:

Overview. She spoke about risk which is part of any change process

* + - 1. Sarah’s workshops:
				1. Boards structure, function and procedures

Sarah received several templates that can be used at SHC.

* + - * 1. Being a Green Co-op

Opportunities for funding by increasing our Green”ness”

* + - * 1. Co-op Development and Managing Change

Overview. She spoke about risk which is part of any change process

* + - 1. Andrea’s courses:
				1. Marketing for Co-operative Housing Communities

We were taught how to be creative when marketing our co-ops and member retention at great lengths

* + - * 1. Making your Dollars Go The Distance – Budgeting

We were given a Housing Co-op scenario that was in trouble and were tasked to come up with a balanced budget while being creative and keep member retention

1. MOTION by Jacky Durrie: To have someone that is versed in Roberts Rules to be the speaker for this meeting, such as Richard Harrison
	1. Yvonne Sabraw seconded
	2. Motion carried
		1. Richard Harrison accepted and took over as speaker for this meeting
2. Review the procedure for the meeting:
	1. MOTION by Herta Fidler: Membership receives information in advance on any background information relevant to agenda items or motions
	2. Jacky Durrie seconded
	3. Discussion:
		1. Suggestion “in advance” is too vague
		2. There needs to be some exceptions such as when the information is in process when the agenda goes to Membership
		3. Advance information isn’t always available
		4. In the past a draft agenda was always offered to give Membership a chance to add items to the agenda
		5. Hesitant to put road blocks up, do these rules already exist in our by-laws?
		6. Would be helpful to distinguish when there is a motion on the table to add the “whereas” to give background
		7. MOTION by Belle Auld to modify the motion to include “when possible”
			1. Sarah Reimer seconded
			2. Discussion:
				1. Loses value with this statement added
				2. “Social” on this agenda is an example
				3. Seems to be an issue around how to get information. Not sure how the extra information would help ask precise questions
				4. Procedure is already in the by-laws so there is no need for further discussion
	4. Motion withdrawn by Herta Fidler
3. Discussion regarding the proposed election:
	1. As we are not at our normal election time, which happens at the AGM, there are a few questions:
		1. Why is there an election as opposed to appointing as per the by-laws?
		2. We have not in the past listed specific positions on the Boards that are available, why this time?
		3. MOTION by Lisa Rouleau: SHC holds elections for 2 open positions on the Board, not specific Board positions
			1. Don McCabe seconded
			2. Discussion:
				1. The Board held a tea regarding filling Board positions and the response was overwhelming for people interested in the Board positions. Instead of appointing, the Board decided to bring to an election at this meeting.
				2. The 2 positions listed are the ones that are opened. The Board is waiting for a full Board to appoint positions
			3. Motion withdrawn by Lisa Rouleau
4. May 29, 2018 General Meeting Minutes approval:
	1. Belle Auld Motioned
	2. Herta Fidler Seconded
	3. Motion carried
5. Business:
	1. Update on exterior renovation projects (slideshow handout provided):
		1. Robert Perry reviewed the slideshow handout with Membership (slideshow handout attached to these minutes):
			1. Appreciation for all the work done on all 3 options.
			2. Timelines:
				1. Started this process in 2014 with the Vision 2020 process. Task force disbanded and the Planning and Development Committee was developed in April 20, 2015 General Meeting.
			3. Wants to make sure that it’s clear that Membership is driving this process, the Board hears the membership and then delegates responsibility. Those Committees report back to the Board and the Board reports back to Membership. Membership makes decisions about what happens.
			4. Motions that were made to approve work that has happened so far took place at the following meetings:
				1. July 27, 2016 General Meeting
				2. April 27, 2018 AGM
				3. May 29, 2018 General Meeting
			5. Option 1: Break & Fix – Replace what we have with what we have
				1. Revenue:

From Housing Charges – 3% increase each year

From mortgage – reduction in interest payment &72,000

From Grants – 0

By 2028 we are contributing $480,000.00 per year for replacement costs

* + - * 1. Expenses:

To pay for Mortgage

To pay for repairs

* + - * 1. Length of lease = 20 years (ends in 2039). Renewal on commercial terms
				2. Repairs are spread over 21 years
				3. This means the end of the co-op in the future
			1. Option #2: Major Repairs – Calibre
				1. Revenue:

From Housing Charges – an increase, but to be determined to make up $2.5 million

From mortgage – $2.1 Million

From Grants – 0

* + - * 1. Expenses:

To pay for Mortgage

To pay for major upgrades difference

* + - * 1. Length of lease = 20 years (ends in 2039). Renewal on commercial terms
				2. This is major repairs done soon
				3. This means the end of the co-op in the future
			1. Option #3: Deep Energy Retrofit
				1. Revenue:

From Housing Charges – % increase not known/ must and will remain affordable

From mortgage – reduction of interest payments put to buildings

From Grants – yes (up to 30% of building cost)

* + - * 1. Total Revenue year: $993,000
				2. Expenses:

To pay for mortgage (construction costs $16 Million)

* + - * 1. Length of mortgage = Long term (up to 60 years)
				2. Subsidized land from city – Coop needs to fit the City’s definition of affordable housing
				3. Long term lease up to 99 years from 2039
				4. Requires more affordable, accessible, environmental, and aging in place doors to extend lease as affordable housing and gain grants and mortgage subsidy from CMHC
		1. Questions/Comments:
			1. Robert forgot to mention that the Buildings Committee spent 2 years working on this as well
			2. Robert Mentioned the end of the Co-op, has the city told us that they do not want to renew our lease?
				1. Yes, in the beginning of the negotiations, not since we mentioned affordable housing
			3. The city won’t extend our lease for no reason; we must demonstrate that we are not about monetary value
			4. With the lease expiring, do we have the option of year to year leasing?
				1. No, They would lease to use at market rate, which is very expensive
			5. According to our current lease, at the end of the lease the terms switch to commercial rates
			6. Would like to see some of each of the 3 options happen, this was never discussed. Option 3 seems very extreme
			7. Do we have to go option 3 in order for the city to look at an extension of the lease? Would they be happy with option 2?
			8. If we do something really cool or radical with Sunnyhill then the city will not likely take the land away; go big or lose land
			9. We won’t get a lease extension as long as we just do the work that we are doing. We are trying to set up SHC to last a very long time. A Co-investment fund requires partnership with someone, which will be the City of Calgary.
			10. When do we expect to hear back from the City?
				1. The process could take 1 - 1½ years
				2. By the end of fall we should have a clear idea of what we’re looking at
			11. The 1 bedroom units really need to be addressed? They don’t want to move
				1. Nobody will be displaced. Communication hasn’t been the best with the 1 bedroom Members
			12. 10-15 hours/week have been given to this project so far
			13. There are 4 pieces required to secure land:
				1. Affordability
				2. Accessibility
				3. Aging in Place
				4. Densification
			14. Have all the lawyers’ fees and other costs been accounted in the budget?
				1. yes

\*\*Motion by Jane Roberts to extend meeting until 9:15pm, Herta Fidler seconded, motion carried

* 1. Mortgage update:
		1. Mark Terrell has been working on the mortgage via bankers and lawyers
		2. Requirement BCA – draft has been completed
		3. We are waiting for consent from the City of Calgary to have a mortgage
	2. Elections
		1. There are 2 vacant positions on the Board that need to be filled.
		2. Nominations:
			1. Jacky Durrie nominated by Lisa Rouleau – Jacky accepted
			2. Mark Terrell nominated by Helen Wirrell – Mark accepted
			3. Chris Hibbert nominated by Herta Fidler – Herta accepted
		3. Ballots happened & scrutineers volunteered
			1. Sarah Reimer, Janice Way & David Sargent volunteered
		4. Nominees delivered a short speech about why they should be voted onto the Board
		5. Results: Jacky Durrie and Mark Terrell have been voted onto the Board.
		6. Motion to destroy ballots: Bob Bott
			1. Herta Fidler seconded
			2. Motion carried

Meeting adjourned 9:23pm

Respectfully submitted by Andrea Bergen