

MINUTES FOR THE CCOC BOARD OF DIRECTORS MEETING

Wednesday, December 18th, 2019

Present: Dallas Alderson (President/ Chair), Ana Lori Smith(Vice-President) Sinda Garziz (Secretary), Josh Bueckert (Treasurer) Jesse Steinberg, Kerry Beckett, Penny McCann, Shelley Robinson, Bill Rooney, Chris Yordy, Abra Adamo, Andrew McNeil, Sarah Button, James Clark

Staff: Ray Sullivan, Nicole Picton (recorder).

Regrets: Penny McCann

1. Call to order

The meeting was called to order at 7: 13pm

2. Adoption of agenda

The agenda was adopted as presented (M/S/C, Bill Rooney / Kerry Beckett)

3. Adoption of November 27, 2019 minutes

The Board deferred adoption of the November 27, 2019 minutes until the January meeting.

4. Declaration of conflict of interest- Sarah Button and James Clark declared a conflict of interest for agenda item 10 b. Cahdco MOU: they are both also Cahdco Board members.

5. Business arising from the previous minutes

- a) Anti-Oppression Statement – The Board read the statement and everyone is agrees with the recent adjustment to “Algonquin Peoples”. In the New Year the Board will seek feedback from an Elder on the most appropriate language.

6. Executive Committee Report

a) New appointments

Sinda Garziz announced her resignation as Board Secretary. Sinda will remain a Board member. Bill Rooney will be away for January, February and March, and the Board can appoint a new member-at large to fill in while Bill is absent.

- i. Motion: The Board moved to appoint Shelly Robinson as Secretary for the remainder to the term. (M/S/C, Josh Bueckert / Sinda Garziz)
- ii. Motion: The Board moved to appoint James Clark as member at-large from January 2020- March 2020 (M/S/C, Kerry Beckett / Abra Adamo)

7. Personnel Committee Report- All revised job descriptions have now been approved by the Personnel Committee. The Board commended Nicole for her hard work.

8. Finance Committee Report (not meeting until Dec 19)

9. Facilities Management (meeting Dec 19)

a) COCHI Grants

The City approved funding for 258 Lisgar Boiler and Related Equipment in the amount of \$100,000, as well as \$350,000 to replace elevators at 345 Waverly.

Motion: The Board moves to accept the COCHI funding

(M/S/C, Bill Rooney / Sarah Button)

10. Development Committee Report

a) Forward Avenue- The City has sent a draft agreement. The City has accepted most of wording changes CCOC staff have requested. There are two remaining issues that are a concern: 1) They have limited the total value of the mortgage, but we would like to maximize the mortgage if interest rates come in lower than what we assumed in the pro-forma budget, 2) They may claw back a portion of additional grants the project receives. Staff will continue to work with the City to improve these two clauses.

Motion: The Board moved to accept the Contribution Agreement and appoint Ray Sullivan and Amanda Tompkins as signing authorities

(M/S/C, James Clark / Jesse Steinberg)

The Board reviewed of the project charter, previously reviewed and recommended by each standing committee in the Fall. The charter delegates decision-making authority to various bodies for specific decision points during the development. One board member was reluctant to do this at such an early stage in the project.

Motion: The Board moved to accept the Project Charter

(M/S/C, Jesse Steinberg / Shelly Robinson)

b) Cahdco MOU- The previous Cahdco-CCOC Memorandum of Understanding was five years ago and ends in December 2019.

Development Committee reviewed the MOU and suggests that the last sentence in the "Project Development" paragraph should remove the word "exclusively" as to not restrict CCOC to solicit projects from other groups. Development Committee also recommended changing the signing authority from Ray Sullivan (Cahdco Board Chair) to Catherine Boucher (Cahdco Secretary).

The relationship between Cahdco and CCOC is evolving and maybe a shorter term MOU should be considered. The Board would prefer an annual review of the MOU.

There is money owed from Cahdco to CCOC of about \$900,000 from the Champlain property and debt from previous years. The draft MOU also deals with the rates Cahdco

would charge CCOC and the exchange of administrative costs between the two organizations.

The Board requested that Finance Committee review the MOU and look at a breakdown of the intercompany debt, the value of exchanged administrative services and the rate Cahdco would charge CCOC for development work.

11. Tenant and Community Engagement Committee Report**

TCE committee moving to a rotating chair modelling in a way to engage more people within the Committee

TCE recommended that the anti-oppression statement be circulated with all committees.

12. Rental Committee Report

a) 415 Gilmour Parking

Motion: The Board moved to increase the parking rates at 415 Gilmour effective Feb 1, 2020, as recommended by the Rental Committee (M/S/C, Josh Bueckert /Chris Yordy)

b) No-smoking policy

Motion: The Board moved to accept revisions to the no-smoking policy, as recommended by the Rental Committee (M/S/C, Chris Yordy/ James Clark)

13. Policy Research and Advocacy Committee (PRAC!) (no Dec meeting)

14. Corporate Business

- a) **Board self-evaluation:** The Board agreed that moving forward with self-evaluation in 2020 would be beneficial. One member would like to evaluate the lack of diversity on the Board and how recruitment can be improved moving forward. There was a conversation about what has been done since the survey was last completed. **Chris** and **Josh** will review the survey and bring recommendations to the Board in the 2020.

15. Conference / Associations' Report-none

16. Other Business

a) Housing Emergency Declaration

Motion: The Board moved to support Catherine McKenney's Housing and Homelessness Emergency Declaration and will promote the declaration through CCOC's networks

(M/S/C, Josh Bueckert / James Clark)

17. Adjournment: 9:16 (M/C, Josh Bueckert)

Next Meeting: January 29, 2020