



**CAPITAL REGION HOUSING CORPORATION
BOARD OF DIRECTORS MEETING**

Meeting Minutes of Tuesday, January 31, 2012
Room 488, 625 Fisgard Street

Present: Directors G. Lewis, M. Miller, L. Wergeland, M. Alto, T. Daly
Staff: R. Lapham, A. Jaarsma, R. Loukes, C. English (Recorder)

The meeting was called to order at 8:59 am.

1. ELECTION OF OFFICERS

Senior Manager Amy Jaarsma called for nominations for the position of President of the Capital Region Housing Corporation for 2012 and Director Daly was nominated.

Nominations were called for a second and Director Lewis was nominated. Nominations were called for a third time and as there were none, nominations were closed and a secret ballot vote was held. Ballots were collected and tallied by Amy Jaarsma and Director Lewis was declared President.

Amy Jaarsma called for nominations for the position of Vice-President of the Capital Region Housing Corporation for 2012 and Director Miller was nominated.

Nominations were called for a second and Director Daly was nominated. Director Daly declined the nomination. Nominations were called for a third time and as there were none, nominations were closed and Director Miller was declared Vice-President of the Capital Region Housing Corporation for 2012 by acclamation.

Amy Jaarsma called for nominations for the position of Secretary/Treasurer of the Capital Region Housing Corporation for 2012 and Director Alto was nominated.

Nominations were called for a second and third time and as there were none, nominations were closed and Director Alto was declared Secretary/Treasurer of the Capital Region Housing Corporation for 2012 by acclamation.

It was **MOVED** by Director Alto and **SECONDED** by Director Lewis that the ballots be destroyed.

CARRIED

Chair Lewis then assumed the Chair.

2. APPROVAL OF THE AGENDA

It was **MOVED** and **SECONDED** by that the Agenda be approved.

CARRIED

3. APPROVAL OF MINUTES OF DECEMBER 6, 2011

It was MOVED and that the Minutes of December 6, 2011 be approved.

CARRIED

4. BANK RESOLUTION – SIGNING AUTHORITY

RBC requires a signed Resolution when there is a change in Board Executive / signing officers.

It was MOVED by Director Wergeland and SECONDED by Director Alto

1. That the Board of Directors approves the RBC Resolution Regarding Banking and Security;
2. That the Board of Directors authorizes the Board President, Vice-President, Secretary-Treasurer and the Senior Manager, CRHC to act on behalf of the Corporation in accordance with the Delegation of Authority and Signing Authority; and
3. That the Board of Directors authorizes the President to sign the Resolution Regarding Banking and Security.

CARRIED

5. PROPERTY MANAGEMENT REPORT

Senior Manager Amy Jaarsma explained the outline of the Property Management report which provides the Board with a monthly summary of the Corporation's operations.

It was MOVED by Director Daly and SECONDED by Director Miller that the Property Management Report be received for information.

CARRIED

Director Alto left the meeting at 9:30 am.

6. CRHC RE-BRANDING

Staff are working with a communications agency to update the CRHC logo and branding, and to more closely align it to the CRD, as its sole shareholder. The proposed design was well received by the Board.

It was MOVED by Director Wergeland and SECONDED by Director Miller to receive the report for information.

CARRIED

7. INTERIOR PAINT TENDERS 11/132 and 11/136

It was MOVED by Director Daly and SECONDED by Director Miller

1. That the Board of Directors awards Tenders 11/132 and 11/136 to Ramsay Painting.
2. That the Board of Directors authorizes any two members of the Executive Committee to sign Contract 11/132 in the amount of \$69,003.20 and Contract 11/136 in the amount of \$88,390.40.

CARRIED

8. NOMINATIONS COMMITTEE - COMMUNITY MEMBER 2012-2013

A letter was circulated in early January to all CRHC tenants inviting interested parties to submit an application for the tenant representative position on the Board. Seven applications were received by the deadline. Directors Lewis and Alto volunteered to form the committee.

It was MOVED by Director Daly and SECONDED by Director Miller

1. That the Board of Directors appoints a Nominations Committee to shortlist and interview applicants for the vacant Community Director position and request that the Committee provide the CRHC Board of Directors with a recommendation for the February 28, 2012 meeting.

CARRIED

9. LEBLOND STRATA STRATA COUNCIL REPRESENTATIVES

CRHC is the owner of one of the three strata lots which make up LeBlond Place on the Selkirk Waterfront. A Board resolution is required to confirm representation on the LeBlond Strata Council.

It was MOVED by Director Miller and SECONDED by Director Wergeland

1. That the Board of Directors re-affirm their resolution of October 31, 2006 and retain the Senior Manager and Executive Committee as representatives for Lot #1 on the LeBlond Strata Council.

CARRIED

10. MOTION TO MOVE IN CAMERA

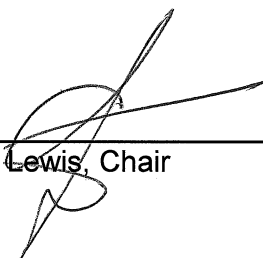
It was MOVED by Director Miller, and SECONDED by Director Wergeland to move In Camera in accordance with the *Community Charter, Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements.*

CARRIED


The meeting moved In Camera at 10:02 am and reconvened in open session at 10:42 am.

11. ADJOURNMENT

The meeting was adjourned at 10:42 am.



Griffin Lewis, Chair



Colleen English, Recorder