

**Minutes of a Meeting  
of the Board of Directors  
of Britannia Glen Co-operative Homes Inc.  
Held Wednesday, January 26, 2011**

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**PRESENT:** Carmen Bowen, Inez Wiehr, Mala Lafferty, Kay Coville, Abena Miller, Rosanne Locke, Barb Osborne, Jack Rozeboom and Holley Wasdell  
**STAFF:** Joe Mifsud and Tanya Steffler

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**The meeting was called to order at 7:00 P.M.**

1. Call Meeting to order and adopt agenda
2. Approve and sign minutes from November 24, 2011
3. Business Arising
4. Co-ordinator's Report
  - a. Arrears Report
  - b. Financials
5. Maintenance Report
6. New Business
  - a) GMM – February 10, 2011
  - b) AGM – May 1, 2011
  - c) CHF AGM – May 25-28
  - d) Member guard insurance
7. Correspondence
8. Other Business
9. Date of next meeting

- 2. Approve and sign minutes from November 24, 2011**  
**Moved by Jack and seconded by Mala to approve the minutes**  
**Carried**

- 3. Business Arising**  
The board asked that Joe remind them of the work that must be done to the exterior of building "A". Joe explained. He informed the board that a consulting company came in and gave advises on what type of contractors to get and that they have insurance etc. Joe stated that they still need two more quotes. The board informed Joe that there are still problems with the intercom in building "B".

- 4. Co-ordinator's Report**  
a) **Arrears Report**  
Joe presented the arrears to the board.  
b) **Financials**  
Joe presented the financials to the board. Joe informed the board that the audit has been done and there should be a surplus of approximately \$100,000.

- 5. Maintenance Report**  
The board was given a report. The water pipes in the mechanical rooms need to be replaced, quotes were given. After discussing, the board decided to go with Robinson mechanical.

**Moved by Abena and seconded by Rosanne**  
**Carried**

Joe explained that due some changes to regulations, the locks in the underground side exits were being removed. This allows for persons to be able to exit the underground in case of fire.

**6. New Business**

**GMM** – this will take place on Thursday, February 10, 2011.

**AGM** – this will take place on Sunday, May 1<sup>st</sup>, 2011

**CHF AGM** – this will take place from May 25-28<sup>th</sup>  
Abena will be attending the Conference.

**Member Guard Insurance**

Pamphlets were sent to all members, as there are changes to the insurance.

**7. Correspondence**

There wasn't any correspondence.

**8. Other Business**

There wasn't any other business.

**9. Date of next meeting**

February 23, 2011

**Meeting adjourned at 8:07 p.m.**

**Moved by Jack and seconded by Barb to adjourn  
Carried**