

**Minutes of a Meeting
of the Board of Directors
of Britannia Glen Co-operative Homes Inc.
Held Wednesday, May 18, 2011**

PRESENT: Carmen Bowen, Inez Wiehr, Mala Lafferty, Abena Miller, Rosanne Locke, Barb Osborne, Jack Rozeboom, June Ryder and Carol MacEachern
STAFF: Joe Mifsud and Tanya Steffler

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 April 27, 2011
3. Business Arising
4. Co-ordinator's Report
 - a. Arrears Report
 - b. Financials
5. Maintenance Report
6. New Business
7. Correspondence
8. Other Business
9. Date of next meeting

**Moved by Barb and seconded by June to approve the agenda
Carried**

2. **Approve and sign minutes from April 27, 2011**

**Moved by Abena and seconded by Jack to approve the minutes
Carried**

3. **Business Arising**

Abena asked when the flowers would be delivered to the ground floor units. Joe stated on Friday they would be. The landscaping company has begun to clean up the garbage from behind the buildings.

4. **Co-ordinator's Report**

a) **Arrears Report**

Joe presented the arrears to the board.

b) **Financials**

Joe presented the financials to the board.

5. **Maintenance Report**

Joe informed the board that the window cleaning will be done in June. All the quotes for the waterproofing of the buildings have been received. Rosanne asked about the bird poop. Joe stated that a couple of companies would be coming out to have a look. Carmen asked why the fire extinguishers are not signed. Joe stated that staff check them monthly and record it in the logbook. Jack asked about the compressor in building B. Joe informed the board that there was a couple of leaks found and are being fixed that is why the compressor was low. Rosanne stated that the party room is filthy and needs a good cleaning. Joe stated that he would look into it. Joe informed the board that he is getting quotes for new entry door panels to separate the home phones and the buzz codes.

6. **New Business**

There wasn't any new business.

7. **Correspondence**

There wasn't any correspondence.

8. **Other Business**

There wasn't any other business.

9. **Date of next meeting**

June 22, 2011

Meeting adjourned at 7:25 p.m.