



**Mole Hill Community Housing Society  
Board of Directors Meeting**

Date: February 23, 2011

Time: 6:30pm

<b>In Attendance:</b>	<b>Absent:</b>	<b>Recorder:</b>
Gillan Jackson	Ewa Gersin	Angela Quiambao
Margot Beauchamp		
Elizabeth Kemp	<b>Regrets:</b>	<b>Guests:</b>
Doug Tomkinson	Robert Nickerson	From Dr. Peter Centre:
Carellin Brooks	Jacinta Eni	Maxine Davis (ED)
Derek Wood	Antonio Baro-Castilante	
Nitin Madhvani		
	<b>Excused:</b>	
	Stephen Reid	

**1.0 Call to Order**

The meeting was called to order at 6:40 pm

**2.0 Adoption of Agenda**

Nitin Madhvani volunteers to be Secretary for this meeting.  
All in favour.

**MOTION: Doug Tomkinson moves to adopt the agenda as amended  
Elizabeth Kemp seconds. All in favour. Carried.**

**3.0 Adoption of Past Minutes**

**3.1 Minutes from January 19, 2011**

**MOTION: Doug Tomkinson moves to adopt the minutes as amended  
Nitin Madhvani seconds. All in favour. Carried.**

**4.0 Correspondence**

Mole Hill Kid's Ski Day

A thank you card was received by the E.D. from the kids who attended the Mole Hill Kid's Ski Day.

### Tenant Issue

The ED received a letter, which was also cc. to the Board, from the tenant who had issues with multiple animals in the unit and regarding the issue of monthly inspections of the suite. The ED has written a draft response.

**ACTION: The E.D. and Chair to finesse the letter responding to the tenant, and is to include explicit instructions that a replacement for any deceased pets is not permissible if the tenant has more than the allowable amount of pets as per the tenant agreement. An attachment of the pet policy will be mailed with the letter.**

### **5.0 Dr. Peter Centre**

Maxine Davis, the Executive Director for the Dr. Peter Centre, came to discuss the letter submitted to the E.D. requesting for space for patients coming out of Dr. Peter Centre. The following are the two options available:

1. The Gilmore house has been considered to be transformed as a supportive housing for patients as this is ideal for a transition house.
2. Two units are available on a lease basis

**MOTION: Nitin Madhvani moves to engage in a six-month pilot program with the Dr. Peter Aids Foundation for transition housing for two studio suites. Doug Tomkinson seconds. All in favour. Carried.**

**MOTION: Nitin Madhvani moves to work with Dr. Peter Centre to explore the possibilities for a redevelopment proposal for the Gilmore House. Carellin Brooks seconds. All in favour. Carried.**

**ACTION: Maxine Davis to work with the E.D. to get a draft of proposal ready within the next two weeks that can go to the City.**

### **6.0 Reports**

#### **6.1 Financial Report**

See attached report –January financial variance report

The only major issue is the legal costs which are putting Mole Hill over.

#### **6.2 Executive Director Report**

See attached report

#### Vacancy of 1163 Pendrell

Suggestion: Mole Hill can rent out the unit as furnished with the exception of mattresses.

### Gilmore House

Suggestion: it's possible that the Board can be more proactive by calling their assigned councilor at the City to voice comments about Gilmore House. This can be done after the proposal has been submitted to the City.

## **7.0 Business Arising**

### **7.1 Strategic Planning Day**

Defer to next meeting since Secretary is away

**MOTION: Doug Tomkinson moves to table the Strategic Planning Day until the next meeting.  
All in favour. Carried.**

### **7.2 Review of Constitution and Bylaws**

The following sections with major issues are: Membership, Meetings of Members, Directors and Officers, and Proceedings of Directors and Officers.

Most problems just require cleaning up the language.

Pg. 7, line 24

- Suggestion to increase the limit to a minimum of nine and a maximum of 12 so that there is more strategic of qualities and talent pool on the Board.

Pg.8, new line 24

- Directors can proxy one of their votes but not all

Pg. 9, new line 34

- The chair only votes to break a tie. And when he does then he votes to maintain the status quo and declines to vote and motions to table for further discussion.

Pg. 9, new line 35

- Resolutions need to be seconded and the Chair cannot move or second a motion. These changes must be accepted by members of the Society.

Pg. 10, old line 50

- The Secretary's role is that they are the person who corresponds with the Society and does not defer from the meetings.

The following are sections suggested for when it is appropriate to use "shall" and "must":

Shall: 7, 12, 17, 18, 43, 50, 60

Must: 9a & b, 15a, 32b, 33, 39, 51, 58

#22: "will be considered" instead of "shall" or "must"

New line 36

It is necessary to have the freedom to hold electronic meetings. But only under extraordinary circumstances

Suggest: to hold an SGM to review the Constitution and Bylaws as a separate meeting before the AGM.

**ACTION: Nitin Madhvani to have a recap of the points for the next meeting and will then set a date for the SGM.**

### **7.3 In-Camera Session**

**MOTION: Elizabeth Kemp moves to go in camera  
Carellin Brooks seconds. All in favour. Carried.**

It was suggested that this assembly move out-of-camera. All agreed.

### **8.0 New Business**

#### **8.1 Request to do Research**

Joshua Walsh will be invited to the next Board meeting.

### **9.0 Next Meeting**

#### **9.1 Wednesday, March 23, 2011**

The next meeting will be held on Wednesday, March 23, 2011.

#### **9.2 Meeting Days for April to June**

As the Recorder will be taking evening classes that will conflict with Board meetings, days for when these meetings will take place between April and June will need to be discussed.

This will be discussed at the next meeting

### **10.0 Adjournment**

**MOTION: Nitin Madhvani moves to adjourn the meeting  
Doug Tomkinson seconds. All in favour. Carried.**

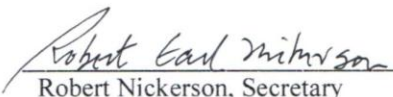
The meeting was adjourned at 8:58pm

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Signature for Approval:

  
Gillan Jackson, Chair

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Date

  
Robert Nickerson, Secretary

27.04.11  
\_\_\_\_\_  
Date