



GUELPH NON-PROFIT HOUSING CORPORATION
MINUTES OF ANNUAL GENERAL MEETING
November 27, 2013 – 1:06 p.m.
138 Wyndham St. N., Guelph, ON
Resource Room 1

PRESENT: Sandra Ferguson-Escott, Chair, David Birtwistle, Vice Chair, Timothy McGurrin, Craig Chamberlain, Bob Bell, Rino Salvador

REGRETS:

STAFF: Harry Blinkhorn, Housing Operations Manager; Sarah Fitt, Recording Secretary; Sylvia Maloney, Property Manager; Peter McQuinn, Maintenance Supervisor

GUESTS:

The meeting was called to order at 1:06 p.m. by Sandra Ferguson-Escott who chaired the meeting.

As the Chair, Sandra welcomed the guests and thanked them for taking time out of their day to attend this meeting. This is our Annual General Meeting where we take inventory of our overall progress as an organization.

1. Approval of Agenda

Sandra would like to add 'Amendment to By-Law No. 1' to the Agenda.

On a Motion duly made by **Bob Bell** and seconded by **Craig Chamberlain**, it was:
"RESOLVED THAT the AGM Agenda of November 27, 2013 be approved."

CARRIED

2. Approval of November 28, 2012 Minutes

On a Motion duly made by **David Birtwistle** and seconded by **Craig Chamberlain**, it was:
"RESOLVED THAT the Minutes of November 28, 2012 be approved as presented."

CARRIED

3. Chair's Report

The Chair, Sandra Ferguson-Escott noted that this year there were some major projects underway as there are most years. We are continuing to work out way up the line with the Director of Housing and the Treasurer with the County of Wellington so that we will establish a long term plan as it relates to funding. Guelph Non-Profit has been run with due diligence and are aware of our situation; Sandra thanks the staff for their assistance in maintaining our scarce resources.

This year we have seen an addition to the Board, Will Duggan, creating a more diverse Board of Directors with strong backgrounds which will benefit both the tenants and the staff. Sandra would like to than the Board for their dedication and time, as well as the staff for their hard work and diligence and a special thank you to Harry for his continued support.

4. **Treasurer's Report:** Craig Chamberlain made mention of the Treasurer's Report on page 8 of the AGM package. He would like to acknowledge that the benchmarks continue to an issue going forward, and thank the staff who are behind the numbers and the good work they are doing.
5. **Housing Operations Manager Report:** Housing Operation Manager, Harry Blinkhorn, indicated that the report is on pages 9 and 10 in the package. He wants to point out his appreciation to the members of the Board for their ongoing support, and to staff who have worked hard to keep the buildings in good condition because he acknowledges that at times it has been very challenging.
6. **Amendment of By-Law No.1:** Resulting for the need for more Board members, this amendment will allow the Directors to expand the search to a broader population while ensuring the potential members still have focused interest.

On a Motion duly made by David Birtwistle and seconded by Bob Bell, it was
"RESOLVED THAT the Board of Directors amend By-Law No. 1 as proposed."

CARRIED

7. Election of Officers

Nominations:

Position of Chair of the Board of Directors

On a Motion duly made by Craig Chamberlain and seconded by Bob Bell, it was
"RESOLVED THAT Sandra Ferguson-Escott continue as Chair of Guelph Non-Profit Housing Corporation's Board of Directors for the year 2013-2014."

CARRIED

Position of Vice-Chair of the Board of Directors

On a Motion duly made by Bob Bell and seconded by Tim McGurrin, it was **"RESOLVED THAT David Birtwistle continue as Vice-Chair of Guelph Non-Profit Housing Corporation's Board of Directors for the year 2013-2014."**

CARRIED

Position of Treasurer of the Board of Directors

On a Motion duly made by Craig Chamberlain and seconded by David Birtwistle, it was
"RESOLVED THAT Will Duggan be appointed as Treasurer of Guelph Non-Profit Housing Corporation's Board of Directors for the year 2013-2014."

CARRIED

8. Appointment of Auditors

On a Motion duly made by Craig Chamberlain and seconded by Bob Bell, it was:
“RESOLVED THAT the Board of Directors have reviewed and approved the submission made by RLB LLP for fees over the next three years and recommend that they are appointed as auditors for the following three years.”

CARRIED

9. Date of the 2015 Annual General Meeting

The 2014 Annual General Meeting will be held on Wednesday, November 26, 2014.

Adjournment

The Meeting was adjourned at 1:25pm.

APPROVAL

Adopted and approved this _____ day of _____, 2013.

Sandra Ferguson-Escott
Chair

Will Duggan
Treasurer