

Education Conference for co-op housing

Fall 2012

Saturday, October 20



FULL-DAY WORKSHOP 9:30 AM TO 4:45 PM

1 Keeping your co-op full—heading toward 2020 **NEW**

What's the best way to keep your co-op full of good members who'll be the right fit for your community? Let's look at ways to update the membership process, reduce demands on busy volunteers and market our co-ops for a new reality as we approach 2020. This will include an introduction to behavioural-based interviewing — a new way to look at the recruitment process.

Remember, this is a full-day workshop so you cannot take a second workshop.

Full workshop details and
workshop leaders at:
www.chf.bc.ca

MORNING WORKSHOPS 9:30 AM TO 12:30 PM

2 Ask the lawyers

Spend a morning with lawyers Geoffrey Dabbs and Grant Haddock tackling all of the toughest legal questions you can think of. Don't miss this chance to benefit from the experience of two seasoned co-op lawyers. You bring the questions, they'll bring the answers.

3 What makes a good board?

The board is responsible for managing the business of the co-op. Let us show you what it takes for a board to guarantee the co-op's success as a viable business and a co-operative community.

4 Take the Sound Management Test **NEW**

As we approach the end of the *Year of Getting Management Right*, learn how to use the Sound Management Test in your co-op to identify your own management strengths and challenges. We'll discuss practical strategies for improving management outcomes and supporting sound management in your co-op.

5 Future shock: Planning for the end of your operating agreement

NEW Most co-op operating agreements will end by 2020. How will this affect your co-op — legally, financially, physically and as a community? We'll discuss the key issues you need to address in an action plan to ensure your long-term success. Learn how CHF BC can help.

6 Great board meetings **NEW**

With organized agendas, effective chairing, good minutes and reports, you should be able to hold productive meetings. Add to the mix some planning, organizing and training tools along with directors who make positive contributions — and you'll have great board meetings. We'll show you how.

LUNCH

12:30 PM TO 1:45 PM

AFTERNOON WORKSHOPS 1:45 PM TO 4:45 PM

7 Aging in place **NEW**

How can co-op communities be supportive, livable, accessible, and engaging for senior members? Panelists will touch on social and health issues, strategies to keep members safe and living longer in their units, help with transition out of the co-op if necessary, and the co-op's legal obligations.

8 Board planning **NEW**

Did your co-op hold a planning session last year? Busy boards often overlook this key governance task. You'll learn how to design and hold a planning session and how to ensure that short and long-term plans are made and followed.

9 Supporting sound management **NEW**

Good governance and sound management go hand in hand. Panelists from management companies, the Agency and a co-op board will talk about common management challenges and how to overcome them. Together we'll look at ways that boards and members can support sound management in their co-op.

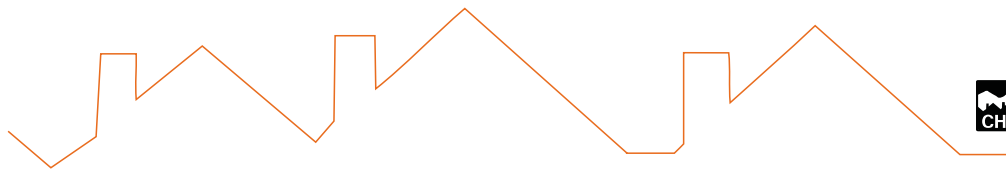
10 10 things to look for in your co-op's financial statements

NEW Your financial statements are the most important indicators of your co-op's financial health. We'll help the non-expert co-op director get more from the financial statements without going back to school.

11 Good elections, good directors

NEW Let's talk about why we have trouble finding good directors and explore some different and exciting models for recruiting directors in co-ops. You'll take home some helpful tools and a process to make sure that the best people are elected to the board — every time.

Please post



Fall Education Conference
Saturday, October 20, 2012
Executive Hotel and Conference Centre Burnaby
4201 Lougheed Hwy, Burnaby

Register online at www.chf.bc.ca

For more information contact
 Cathy Miceli: registrar@chf.bc.ca or
 604.879.5111 (toll-free 1.866.879.5111),
 ext. 140

9 BRAND NEW WORKSHOPS
11 WORKSHOPS IN ALL TO CHOOSE FROM!

DISCOUNTS FOR MEMBER CO-OPS ONLY

Early

Register by October 1 and save \$10 off each full-day registration fee.

Island

Each Vancouver Island co-op will receive a \$65 travel discount.

Free

Member co-ops in Thompson Okanagan, Northern BC and Kootenay regions are eligible for two free registrations and one free hotel accommodation.

FEES PER PERSON, INCLUDES LUNCH

FULL-DAY RATES
(TWO HALF-DAY WORKSHOPS)

| | |
|-----------------------------------|--------|
| Member | \$155 |
| Discount if received by October 1 | - \$10 |
| Non-member | \$620 |

HALF-DAY RATES

| | |
|------------------------------|--------|
| Member | \$100 |
| Non-member | \$400 |
| Island co-op travel discount | - \$65 |

HST will be added.

CHF BC will bill your co-op after the conference. When you register online, you will be asked to confirm that your co-op has authorized your registration.

CANCELLATION

Cancel by 12 noon on Tuesday, October 16 — if not, we will invoice your co-op. Workshops with fewer than 10 people registered may be cancelled. Workshop limit is 20 people but may increase.

CONFERENCE AT A GLANCE

9:00 am – 9:25 am
 coffee, tea and registration

9:30 am – 12:30 pm
 workshops

12:30 pm – 1:45 pm
 lunch and registration

1:45 pm – 4:45 pm
 workshops

CHF BC PAPER POLICY

Participants will have easy access to material from all conference workshops on our website after the conference.



2012 is the **International Year of Co-operatives** and a perfect time to emphasize the important role management plays in the success of our members' co-op housing enterprises. Join with CHF Canada and CHF BC in making 2012 **the Year of Getting Management Right**.

Thanks to RONA, CD Contract, K & A Flooring, Trail Appliances, CHF Canada, Cana Management, Terra Property Management, and the Agency for Co-operative Housing for their contributions to the Federation's education program.

