

# Island Education Day for co-op housing

Saturday, November 9, 2013  
Howard Johnson Hotel  
4760 Elk Lake Road, Victoria



## 9 am to 12 pm

### What you need to know about asset management planning

David Spackman, CHF Canada

Does your co-op have a plan for managing its capital assets over time? Are you taking the right steps to make sure that your homes last as long as they should?

Learn what it means to develop an asset management plan and use it to maintain your homes to the standard your members expect at the lowest life cycle cost.

We will review the major components of an asset management plan:

- Building condition assessment
- Capital asset budget
- 20-year financial plan
- Operations and maintenance plan

Then we'll see how it all fits together to help you get the most value from your capital budget and protect your most valuable asset – your homes. *This workshop helps your co-op meet the fourth 2020 standard: a long term plan.*

## 1 pm to 4 pm

### Welcoming new members *NEW*

Doreen Aquino, CHF BC

Anyone can become a good co-op member. But for some, the adjustment to co-op living is a bigger step than it is for others. You can make a huge difference by going out of your way to welcome and orient new members to the co-op.

So what are the best ways to help new members settle happily in your co-op? What encourages members to get involved in co-op governance and play an active role in the community?

We'll show you how to get the outcomes you're looking for through good welcome and orientation procedures for new members. You'll also get a sample meeting package you can use for your next orientation session.

### Workshops sponsored by:



## WORKSHOP REGISTRATION AND MATERIALS

Register online. It's fast and easy, and you can find it at:  
[www.chf.bc.ca/learn-more/island-education-day](http://www.chf.bc.ca/learn-more/island-education-day)

When you register online, you'll be asked to confirm that your co-op has authorized your registration.

Cancel by 12 noon on Tuesday, November 5 – if not we will invoice your co-op.

Participants will have easy access to workshop materials on our website after the education day.

## MEMBER FEES (includes lunch)

Half day \$70 plus GST

Full day \$115 plus GST

We will invoice your co-op.

For more information, call Cathy Miceli at:

1.866.879.5111 ext. 140 or email [members@CHF.bc.ca](mailto:members@CHF.bc.ca)

Please post

## CHF BC ISLAND EDUCATION DAY

# Directions to Howard Johnson Hotel

4670 Elk Lake Drive, Victoria



### PORTABLE WORKSHOPS AND CONSULTATIONS

Did you know CHF BC can bring a workshop right to your co-op? Up to 20 members can attend. Check out the list of workshops on our website. Or, if you need, we can provide a consultant to help with specific topics or to chair difficult meetings.

[www.chf.bc.ca](http://www.chf.bc.ca)

**For all portable workshop enquiries, contact:**  
Debbie Van Kuyk at  
[education@chf.bc.ca](mailto:education@chf.bc.ca)  
1.866.879.5111, ext. 135

[www.chf.bc.ca](http://www.chf.bc.ca)  
*For Island Education Day  
information contact:*  
Cathy Miceli at  
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