

September 18, 2023

Dear Members,

Enclosed is the Co-operative Housing Federation of B.C.'s (CHF BC) Board of Directors **nominations package**. It includes background on CHF BC, requirements for our Directors, a list of existing Board members, and our **Nomination Declaration and Consent form**.

A well-functioning board of directors uses their existing skills and qualifications alongside their own lived experience to bring fresh and varied perspectives to help shape the future of B.C.'s co-operative housing sector.

Directors are democratically elected by CHF BC's members. **One (1) Vancouver Island Director** will be elected at the **Vancouver Island Council on Wednesday, October 25, 2023**. **Five (5) at-large directors will be elected at the CHF BC Annual General Meeting on November 19, 2023**. All board positions are for two-year terms.

The most important qualification is a passion for co-op housing and a commitment to CHF BC's mission and vision. In addition to those experienced or interested in good governance, finances, legal issues, and real estate development or management, we want a board that reflects the rich diversity of our member housing co-ops, including candidates from equity-denied groups.

Nominations for the position of Vancouver Island Director **must** be received by **4:30 pm Friday, October 20, 2023**. Nominations for At-large Directors positions must be received by **4:30 pm on Monday, Nov 13**. **Late nominations will not be accepted.**

**If you require any further information, please do not hesitate to contact Jarrett Hagglund, Manager of Governance and Member Engagement, at [jhagglund@chf.bc.ca](mailto:jhagglund@chf.bc.ca).**

Regards,

Shannon Sangster and Danny Loubert  
CHF BC Nominating Committee

## About CHF BC

CHF BC also acts as a voice for housing co-operatives in BC. We represent and advocate on behalf of co-op members.

The Co-operative Housing Federation of B.C. (CHF BC) is a member-owned co-operative, and the go-to hub for all things related to co-op living. Governing and managing co-op homes and communities can be challenging. Whatever our members need, they can count on us to be there for them.

Membership in CHF BC is open and voluntary. Members support their federation through annual membership dues and fees for a wide range of programs and services. We are proudly independent – none of our annual revenue comes from government.

Co-operatives are based on the values of mutual self-help, social responsibility, democratic control, equality, and solidarity. In the tradition of our founders, co-op members support ethical values of honesty, openness, and caring for others.

Our mission is to unite, represent and serve our members in a thriving co-operative housing movement.

### **We do this by:**

#### **1) Uniting our members**

From conferences to co-op walking tours, in person or online, CHF BC is committed to creating opportunities where members can connect and learn from each other.

#### **2) Saving more together with group buying**

We offer big savings on products and services that co-ops and their members use every day. From waste management, flooring and appliances, high-speed internet, custom wood products, everyday banking and long-term investing, our suppliers offer superior quality and significant savings to CHF BC members

#### **3) Supporting sound management and good governance**

Active support for all types of meetings and useful resources, such as policy templates, meeting and election toolkits and more are available for all CHF BC members. Our knowledgeable team responds to hundreds of requests for advice from co-ops by phone and via [members@chf.bc.ca](mailto:members@chf.bc.ca).

#### **4) Building more co-op homes**

This Summer we opened our newest housing co-op in Vancouver. With more than a thousand co-op homes under construction or in development, and a commitment to partnering with equity-denied groups, co-op homes are becoming a possibility for anyone who wants one.

## 5) Preserving co-op homes for future generations

We help co-ops keep their buildings in good repair by using professional management and maintenance services with COHO or other member management companies.

We offer long-term planning services to help co-ops map out a viable future for their property and finances, and we partner with government through our Community Land Trust to create solutions for co-ops at risk of privatization.

## 6) Building a strong community housing sector

With our partners at Housing Central, we are bold advocates for everyone looking for a safe, secure, affordable place to call home. The new \$500 million Rental Protection Fund will protect thousands of affordable rental homes from dramatic rent increases or immediate redevelopment. Tenants may choose to convert some of those buildings to housing co-ops.

# Strategic Priorities

Our board provides us with strategic direction. In 2021 our strategic priorities were updated to reflect a sense of belonging, sustainability practices, and the expansion of our movement.



**Belonging:** We want our co-ops to be communities that promote and embody equitable access, opportunity, respect, and a sense of belonging for everyone. To this end, we are committed to involves listening, learning, and changing, as well as amplifying the voices of our members, friends, and partners so that inclusivity becomes the norm in our world.



**Sustainability:** We want to model the best practices of social, economic, and environmental sustainability in everything we do.



**Growth:** We want to expand co-op housing in British Columbia and to effectively advocate for more co-operative housing across the country.

## Requirements, Responsibilities, and Information for Directors

### Authority & Responsibility

The Board of Directors is the legal authority for the Co-operative Housing Federation of British Columbia (CHF BC). As a board member of CHF BC, you will also be a director for our subsidiary groups, the Community Land Trust (CLT) and COHO Management Services Society. Directors have a fiduciary responsibility to the organization and are accountable to its members. The directors set strategic direction and are responsible for ensuring best governance practices and oversight for the management and programs of CHF BC.

### Qualifications

Directors must be a member of a CHF BC member organization. They must not be in arrears of housing charges or any other charges owing to the CHF BC member. In addition, the member organization must not be in arrears of membership dues to CHF BC.

### Term

Directors are elected at the fall Vancouver Council meeting, or at the CHF BC Annual General Meeting. Each director is elected for a two-year term, unless otherwise indicated. Terms are staggered such that the CHF BC board will always have some continuing directors. A director can serve a maximum of three (3) consecutive two (2)-year terms.

### Tasks and Duties:

Directors must agree to:

- Attend hybrid/virtual board meetings (average of ten throughout the year) either in-person or via Zoom. These meetings last four to six hours and are generally held on Sundays. Travel costs for directors from Vancouver Island and the Interior are covered by CHF BC.
- Serve on one or more committees of the CHF BC Board.
- Prepare for and participate in the discussions and deliberations of the board.
- Attend member events and the Annual General Meeting.
- Work with the Board to establish short & long-term goals, objectives, and priorities through strategic planning.
- Monitor the effectiveness of CHF BC through regular review of programs and services.
- Promote the services and programs of CHF BC through events and community and sector networking.

### Governance Principles

Directors must agree to:

- Govern CHF BC in accordance with policy and rules established by its members.
- Uphold the Mission, Vision & Values of CHF BC.
- Be aware of and disclose any conflicts of interest.
- Recommend policy/rules revisions to the board and membership.
- Act honestly, in good faith and in the best interests of CHF BC.
- Treat in confidence all matters and information involving CHF BC, its board of directors, committees, employees and members.
- Exercise the care, diligence, and skill of a reasonably prudent person under comparable circumstances.

## 2022- 2023 BoardMembers

President - Suzann Zimmering  
The Manor Housing Co-op

Vice President - Anne Davidson  
Granville Gardens Housing Co-op

Treasurer - Deanna Overland  
Whattlekainum Housing Co-op

Secretary - Shannon Sangster  
Tyee Housing Co-op

Director - Marcelo Cohen  
First Avenue Athletes Village Housing Co-op

Director - Val Embree  
False Creek Housing Co-op

Director - Art Farquharson  
Seawalk Housing Co-op

Director - Eric Finkle  
Marina Housing Co-op

Director - Danny Loubert  
Ford Road Housing Co-op

Director - Sahara Shaik  
Wit's End Housing Co-op

Director - Stephanie Smith  
Lore Krill Housing Co-op

Director - Sally Yee  
Fraserview Housing Co-op