

K inross Creek Housing Co-operative

Social Audit Task Force

Notes from meeting held July 27th, 2001

Present: Kathy Cody, Cathy Dirks, Ben Drake, Jules Drake, Don King, Bill MacPherson, Valerie Melanson, Velma Moore, Danusia Mossford, Larry Ruble, Barb Shambrook.

Regrets: Llowyn Ball, Barb Bawlf, Chris Corless, Christine Oswell, Alana VanDam, Trish Semproni.

A genda: Reviewed and accepted by Consensus.

Regards and a Moment of Silence:

Kathy Cody shared our loss of Reila Greenberg both as a valued member of our co-op and of our Task Force committee with Don King. Members shared their thoughts on their personal loss. Don called for a moment of silence to honor her passing. It was suggested that we could carry on making sure that what she valued in the community was addressed therefore she could live on through our work.

We also recognized that with out Reila's continued presence there is a loss of representation for our members who face physical challenges in our community. Kathy Dirks has been asked to approach Tony to see if he would be willing to help us fill this void. Valerie has been asked to check back with membership to see if someone else would like to join us. They will report back at the next meeting.

1. **Check I n:**

Kathy is struggling with the loss of Reila. Kathy and Larry have just been on a week holiday. Ben Drake is sitting in for Llowyn representing our youth. All others ok.

2. **J obs:** **T ime K eeper:** Valerie Melanson

P rocess O bserver Jules Drake

3. **A genda:**

Reviewed and accepted by consensus.

4. **N otes from J uly 25th meeting:**

Reviewed and accepted by consensus. Compliments given to Barb Shambrook for an excellent job of taking notes.

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5. Mission/Vision statement:

We reviewed submissions regarding developing mission/vision statements:

- **Starting the Journey:** emailed by Danusia
- **Creating a Mission Statement:** Developed by Donald King
- **Brewin Housing Co-op**
Vision Statement: attached to agenda
- **China Creek Housing Co-op**
Mission Statement: attached to agenda

*****Please be sure to review these documents before the next meetings so you are prepared for discussion.**

Discussion: re how to proceed followed; highlights are as follows.

- It is important to have whole community involvement if we are to develop a solid vision/mission statement.
- Some members in the community may not have any idea what a mission statement or vision statement is and would need some information and focus in order to give input to the process.
- Make a proposal to be considered by membership
- Hand out material about what a mission/Vision statement looks like and invite members to complete a survey or come to a brainstorm meeting
- A two-page flyer/notice to members would be of value prior to the meeting.

How to educate the community and best seek input resulted in a consensus vote to proceed with the following.

- a) A sub committee is struck to develop a proposal to be presented at the next taskforce committee meeting.
- b) The sub committee will consist of Ben Drake, Jules Drake, Velma Moore, Danusia Mossford and Barb Shambrook
- c) The committee will meet at Velma's on Wednesday August 1st at 730pm
- d) Any member can submit ideas to this sub-committee for review by emailing any of the members.
- e) The committee will report back to the Task Force next meeting.

Kinross Creek Housing Co-operative Continued

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6. General Meetings:

We looked at the attachment to our agenda

“The Brambles Housing Co-operative guidelines for appropriate conduct at general membership meetings.”

Cathy reviewed our current meeting guidelines.

“Kinross Hand Book.”

Discussion focused on the flavor of the two different guidelines generally members preferred the more positive language.

Our meeting format was added in

Discussion continued:

Do we need a timekeeper and process observer at the general meetings?

Who would do this? Would it interrupt flow and be even more disruptive?

Outcome:

A sub-committee was struck to review material and present a proposal at the next taskforce committee meeting, which includes how they propose to present/introduce the process at the next general meeting.

Suggested:

Don suggested that developing meeting guidelines is a process and should not be adopted at the first meeting rather things should be tried out and revised for a number of meetings and then when everyone is happy with the process in place it can be adopted as our meeting guidelines; perhaps after many revisions.

Additions/Ideas:

You can share your ideas on this subject prior to our next meeting by emailing Barb Shambook and/or Larry Ruble

7. Material for Next Meeting:

- Original Survey Results
- These minutes no copies will be available
- Bring Agenda and attachments from the July 27th meeting
- **Task/management attachments.** Attached to July 27th agenda
- **Starting the Journey:** emailed by Danusia
- **Creating a Mission Statement:** Developed by Donald King
- **Brewin Housing Co-op**
- **Vision Statement:** attached to July 27th agenda
- **China Creek Housing Co-op**
- **Mission Statement:** attached to July 27th agenda
- Sub committee's bring your proposals
- Everyone -your Ideas, sense of humor and goodies to share

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8. Conduct Evaluation

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Very Successful Meeting	General cross talking	Address the chair
Joking Banter Cross talk	Off topic too long	Shorter discussion less repeating
Summarize Process Check where we are	Don't repeat comments if you agree with previous person	Limit cross talk
No personal Attacks		

9. Task List:

- *Kathy Dirks* will approach Tony to see if he will join our committee
- *Valerie Melanson* will approach the membership committee to see if they would like to send an alternate representative
- *Barb Bawlf* will report back on Roseanne Kinsey's willingness to join our committee.
- *Mission/Vision Sub Committee* will report back
- *General Membership meeting Sub Committee* will report back