Open Minutes of a Meeting with the Board of Directors of

MIMICO CO-OPERATIVE HOMES INCORPORATED

Tuesday, June 9, 2026, at 7:00PM

Directors Present: Zada Jaffe, Jeff Glover, Matthew Didier, Suzanne Marples, Karolina Kaczor, Heidi Brett

Directors Regrets: Jennifer Hawkins, Neal Balkissoon

CFDI : Christiane de Poppe, Olga Zelenenka

Recording Secretary: Olga Zelenenka

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1. **Call to Order**
   The meeting was called to order at 7:00 pm.

2. **Appointment of Chair**
   Christiane de Poppe was appointed as Chair of the meeting.

   Moved By: Matthew Didier   Seconded By: Suzanne Marples   Carried

3. **Approval of the Agenda**
   The Board approved the proposed agenda.

   Moved By: Jeff Glover   Seconded By: Heidi Brett   Carried

4. **Approval of the Minutes from meeting held on March 10, 2026**
   The Board approved the Meeting Minutes of March 10, 2026, subject to the correction that Charlene Malcolm be replaced with Heidi Brett.

   Moved By: Zada Jaffe   Seconded By: Jeff Glover   Carried

5. **Thanking Outgoing Board Member**
   The Chair thanked the outgoing Board member Matthew Didier for his dedication, time, and valuable contributions to the Co-op during their terms of service.
   The outgoing Board member left the meeting at this point.

6. **The Bord Election**

- **The position of President**

Two Board Members, Suzanne Marples and Zada Jaffe, were nominated for the position of Board President. Following a vote, the Directors selected Zada Jaffe for the position. Zada Jaffe accepted the position.

- **The position of Vice President**

Jeff Glover was nominated for the position of Vice President of the Board. Jeff Glover accepted the position.

- **The position of Treasurer**

Heidi Brett was nominated for the position of Treasurer of the Board. Heidi Brett accepted the position.

- **The position of Secretary**

Karolina Kaczor was nominated for the position of Secretary of the Board. Karolina Kaczor accepted the position.

7. Conflict of Interest Declarations

There were no Conflicts of Interest declared.

8. Business Arising

There was no business arising from the minutes

9. CHFT - Spring Education Program 2026 (Virtual and In-Person)

As discussed at the Board meeting, it was decided by the Board to proceed with the CHFT board training two sessions workshop. Naomi Cho will be invited to lead the workshop.

10. Decision to dissolve Petty Cash (recommended by CFDI)

The Board decided to write off the petty cash balance and dissolve the petty cash fund.

Moved By: Heidi Brett Seconded By: Jeff Glover Carried

11. Phase 2 of the Camera Installation

Management presented a quotation from Applied Innovation for **Phase 2 of the seven security cameras installation project** in the amount of **$6,689.00 plus HST**. The Board reviewed the new quotation and approved the installation of the two cameras in the central stairwell.

12. Manager's Report

a. Financials

. The operating surplus as of April 30, 2026 is reported as $ 369,074.

b. Marketing

i. **Unit 1205 (2 Bdr) - Vacant**
The Board was informed that the member in 804 internally transferred to unit 1205 on June 1, 2026.

ii. **Unit 704 (2 Bdr) - Vacant**
The Board was informed that the unit is going to be occupied by Bellwood client.

iii. **Unit 1301 (2 Bdr) - Vacant**
The Board was informed that the unit is going to be offered to Toronto Housing.

iv. **Unit 102 (fire incident)**
The Board was informed that the unit is ready and going to be occupied by the tenant on June 15, 2026

v. **RGI and Market Unit Targets**

The Board received the **City Reconciliation Letter** for the year ending **November 30, 2023**. It was noted that Mimico Co-op has not been eligible for surplus sharing because the co-op is below the minimum required number of RGI units.
Christiane reviewed the current RGI and Market unit targets with the Board. The co-op currently has **89 RGI units** compared to the target of **95**, and **84 Market units** compared to the target of **78**. To help achieve the required occupancy targets, the next vacant unit will be offered to **Toronto Community Housing** for an RGI placement. The Board acknowledged the update.

c. Administration

i. **May 26, 2026 AGM minutes**

. Draft May 26, 2026 AGM minutes are attached for the Board review, so that staff can post them on the notice Boards.

ii. **Rogers Internet Service**
Management advised the Board that the previous management company changed the internet service provider from Bell to Rogers in January. However, Rogers invoices were not received or paid, resulting in the suspension of the internet service.
To restore service without further interruption, management processed a payment of $899.00 using the corporation's credit card to reinstate the Rogers internet service.
The Board acknowledged the update.

d. Maintenance and Preventative Maintenance

i. HVAC Preventative Maintenance Contract: Management advised that the HVAC preventative maintenance contract is due for renewal. One quotation has been received from Thermacool, and two additional quotations are being obtained before a recommendation is presented to the Board.

ii. Fence Repair: Management reported that the fence behind the building, adjacent to the surface parking lot, has been repaired.
iii. Elevator Preventative Maintenance Contracts: Management advised that the co-op currently has preventative maintenance contracts with Quality Allied and FC Shaw. A review of both contracts is underway to identify any overlap or redundancy. Further information will be presented to the Board upon completion of the review.
iv. Landscaping Contract: Management reported that the landscaping contract has been renewed with J.R. Four Seasons at a monthly rate of $1,130.00. The Board acknowledged the renewal.
v. **Annual Planning Calendar**
The Annual Planning Calendar was reviewed with the Board.

- Quarterly Fire Drill: Management advised that the quarterly fire drill, originally scheduled for April, was not conducted and is now scheduled for the second week of June.
- Window Cleaning: Management reported that quotations for the annual window cleaning were being obtained.

Moved By: Zada Jaffe Seconded By: Heidi Brett Carried

13. Other Business

i. **Gardening Committee Budget**

Management presented the Gardening Committee's request for reimbursement of gardening supplies for the 2026 season. The requested budgets were as follows:

- **Vegetable Garden:** $450.00 for soil, supplies, seedlings, and related materials.
- **Circle:** $400.00 for soil and plants.
- **Back Garden near Ramp / South Garden / Barrels / Second Floor:** $622.00 for plants, soil, and gardening supplies.

The Board approved the requested gardening budgets for reimbursement.

Moved by: Zada Jaffe Seconded by: Suzzane Marples Carried

ii. **IT Support Services**

The Board discussed changing the co-op's IT support provider from **BM Network** to a new IT company. The Board agreed to explore the change, and management was directed to present the proposed IT company, including its services and pricing, at the next Board meeting for consideration.

14. Next Meeting

Next Board meeting is scheduled for July 28, 2026 at 6.30pm.

15. Meeting End

The Open meeting ended at 9:25 pm.

Secretary: ______________________________