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**ONLINE:** Lisa Rosvold (Chair), Karen Marra (Vice-Chair), Joanna McCallum, Chip Olver, Erum Afsar, and Davina Bernard

**ALSO PRESENT:** Ian Wilson (CAO), Greg Hutchings (Operations Manager), Jennifer Comighod (Housing Manager), and Vicki Lockwood (Controller)

**REGRET:** Barb Pelham

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**1. CALL TO ORDER**

Chairperson L. Rosvold called the meeting to order at 9:02 a.m.

**2. ADOPTION OF AGENDA**

*Motion 22-001: C. Olver* to approve the agenda with the addition of 2.a. presentation of Q3 2021 BVRH Financial Report (unaudited), 4.a. Personnel Committee, and 10. a. In-Camera Legal concerns. Carried unanimously.

**3. PRESENTATION AND GUESTS**

a. **Vicki Lockwood, CPA:** presented the Q3 2021 BVRH Financial Report (unaudited).  
*Motion 22-002: E. Afsar* to accept the Q3 2021 BVRH Financial Report (unaudited) as information. Carried unanimously.

V. Lockwood left the meeting at 9:43 am

**4. APPROVAL OF MINUTES**

a. **Regular Meeting of the Board:**

*Motion 22-003: K. Marra* to approve the minutes of December 17, 2021, regular meeting of the Board as presented. Carried unanimously.

**5. COMMITTEE REPORT**

a. **Personnel Committee:**

*Motion 22-004: D. Bernard* to take the meeting on camera. Carried unanimously.

*Motion 22-005: J. McCallum* to take the meeting out of the camera. Carried unanimously.

*Motion 22-006: D. Bernard* to approve the CAO performance review as discussed.

**6. CAO REPORT**

- a. **This is Home Redevelopment:** verbal report provided and discussed.
- b. **COVID-19 Pandemic Response:** verbal report provided and discussed.
- c. **2022 BVRH Lodge Program Budget Development:** report provided and discussed.
- d. **2022 Social Housing Budgets:** verbal report provided and discussed.
- e. **ASCHA Education Session: Housing 101:** verbal report provided and discussed.

E. Afsar left the meeting at 11:00 am

**7. CORRESPONDENCE AND INFORMATION**

a. **Q4 2021 Strategic Plan Report:** presented and reviewed.

*Motion 22-007: K. Marra* to accept the report as information. Carried unanimously.

b. **Q4 2021 CAO Plan Report:** presented and reviewed.

*Motion 22-008: K. Marra* to accept the report as information. Carried unanimously.

c. **January 2022 BVRH Bulletin:** presented and reviewed.

*Motion 22-009: J. McCallum* to accept the report as information. Carried unanimously.

d. **January 2022 Occupancy and Wait-list Report:** presented and reviewed  
*Motion 22-010: J. McCallum* to accept the report as information. Carried unanimously.

8. **IN CAMERA**

*Motion 22-011: D. Bernard* to take the meeting on camera. Carried unanimously.

*Motion 22-012: D. Bernard* to take the meeting out of the camera. Carried unanimously.

**Legal Concerns:** verbal report provided and discussed.

9. **DATE AND LOCATION OF NEXT MEETING(S)**

a. **February regular meeting:**

February 24, 2022, starting at 9:00 a.m., online via zoom or TBD

10. **ADJOURNMENT**

*Motion 22-013: K. Marra* that the meeting adjourn at 11:29 a.m. Carried unanimously.

  
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Lisa Rosvold, Chairperson

  
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Ian Wilson, CAO

**MINUTES PREPARED BY:** Jennifer Comighod, Housing Manager