



Serving co-ops in Durham,
Toronto and York Region.



Serving co-ops in Peel and Halton
Regions, and Dufferin County.

2023 Fall Education Program

Virtual Saturday sessions held
via Zoom throughout the fall!



Welcome to our 2023 Fall Education Program!

We are so excited to announce that we will be holding both virtual and in-person workshops this Fall! Most workshops will be held virtually on Saturday mornings. Three workshops will be offered in-person on Saturday, November 18, 2023. We have a separate flyer describing that event.

Each of these virtual sessions will last 2-1/2 hours and will be held over Zoom. Participants will need to have access to the internet and a smart phone, tablet or computer.

If your co-op is a member of CHFT, PHCHF or your local federation (or CHF Canada if there is no local federation) registration for the workshop is \$75 per person for the first two people registering for the same workshop. There is a 50% discount for any additional people who register for the same workshop from your co-op.

To register, go to www.chft.coop. If you have any questions about registration, contact Vaijomiy Anandarajah at reception@coophousing.com. If you have any questions about the workshops, contact Mary Ann Hannant at maryann@coophousing.com.

As always, thank you to our event sponsors, Alterna Savings and Co-op Cost Cutters.

Sessions at a glance

Understanding your co-op's audit
October 14

Board basics
October 21

**The board of directors
and human rights**
October 28

**Confidentiality -
what are the rules?**
November 4

**Land acknowledgements -
making them meaningful**
December 2

All sessions run from 9:30am - 12:00pm

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Understanding your co-op's audit

Facilitator: Emily Ramirez

October 14 - 9:30am - 12:00pm

Fee: Registration for this workshop is \$75 per person for the first two people. Any additional people who register from your co-op will receive a discounted rate of \$37.50.

Summary

Have you ever looked at your co-op's audited financial statement and just seen a sea of numbers? Then this workshop is for you! We will go through a sample audit and show you what to look for. We'll take you through the

- independent auditor's report,
- statement of financial position,
- statement of operations,
- statement of subsidy reserve, and
- statement of reserve for future capital replacement.

Board basics

Facilitators: Mary Ann Hannant and Ashley Winders

October 21 - 9:30am - 12:00pm

Fee: Registration for this workshop is \$75 per person for the first two people. Any additional people who register from your co-op will receive a discounted rate of \$37.50.

Summary

This workshop is designed for people who are considering running for their board, newly elected directors or directors who want a refresher.

We will provide a brief overview of the roles and responsibilities of the board. We will discuss the governance structure of a housing co-op and we will provide an overview of the legal responsibilities.

The board of directors and human rights

Facilitators: Kiel Ardal and Michael Hackl

October 28 - 9:30am - 12:00pm

Fee: Registration for this workshop is \$75 per person for the first two people. Any additional people who register from your co-op will receive a discounted rate of \$37.50.

Summary

This will be an interactive discussion with two lawyers who have helped many co-op boards deal with human rights issues.

Kiel Ardal will discuss how to deal with accommodation requests. Michael Hackl will discuss harassment and behaviour issues in relation to evictions. After the presentations, participants will have a chance to work through case studies in small groups.

Confidentiality - what are the rules?

Facilitators: Kiel Ardal and Nancy Collyer

November 4 - 9:30am - 12:00pm

Fee: Registration for this workshop is \$75 per person for the first two people. Any additional people who register from your co-op will receive a discounted rate of \$37.50.

Summary

Directors understand that they have an obligation to keep certain information confidential. But sometimes it can be confusing to know exactly what needs to be kept confidential and how to do it. This interactive workshop will discuss

- privacy laws,
- what happens if a director uses confidential information improperly or breaks confidentiality,
- how to deal with situations that involve confidential or personal information, including recording, storing and using and disclosing personal information, and
- how to deal with this information when there is a conflict of interest.

Land acknowledgements - making them meaningful

Facilitator: Tina Stevens

December 2 - 9:30am - 12:00pm

Fee: Registration for this workshop is \$75 per person for the first two people. Any additional people who register from your co-op will receive a discounted rate of \$37.50.

Summary

More and more co-ops are offering land acknowledgements at the beginning of meetings. Many people see this as a first step towards reconciliation. But often these are simply statements that are read without a lot of thought. Indigenous Peoples have thanked the land for time immemorial. This workshop will talk about why this is important and show you how to develop a land acknowledgement that is more meaningful. We are so fortunate to have Tina Stevens, former president of CHF Canada and former director representing Indigenous Communities presenting this workshop.



REGISTER NOW!

To register for our 2023 Fall Education sessions, please visit www.chft.coop



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