

Morning Workshops 9:15 am - Noon

1. Ageing-in-Place Panel Discussion

Facilitated by Kerby Centre, CAIP, Erin Viala & Brenda Davies

Ageing in Place is defined as “the ability to live in one’s own home and community safely, independently, and comfortably, regardless of age, income or ability level.” One of the leading issues facing our housing co-ops is that many of our members are aging and we are called to help facilitate the necessary resources to accommodate them. Please join us for this interactive discussion and find ways that will help guide your housing co-ops to navigate around this most pertinent issue.

2. Attention Management

Facilitated by Barbara Pedersen

Attention Management is the Skill You Need! (How to Focus in the Age of Distraction) Is time management passé? Experts in the productivity field are now saying that attention management is one of the important skills needed in the 21st century to succeed in personal and work lives. We no longer organize our time by primarily using a calendar. Now, the world is constantly available at our fingertips through the Internet, computers, tablets, smart phones and other digital devices. We face more distractions. We receive and send information in new and faster ways. Therefore, we need new skills to decide where and how to focus our attention. In this interactive session, hear the research about attention management, have fun and gain insight while assessing your skills, and create a plan to productively focus your attention on your priorities. “Always remember, your focus determines your reality.”
- George Lucas, Filmmaker.

3. Effective Board Planning

Facilitated by Susan Clayton

Planning is a major part of a Board of Director’s responsibility because planning is critical to the success of a housing co-op. Effective planning for the future can appear to be an enormous undertaking. This workshop can be your first step in learning how to plan effectively for the future and beyond.

THE SEVEN CO-OP PRINCIPLES

An educated housing co-operative membership is a strong and successful group of people that conduct the business of their co-op well, now and in the future.

1. Voluntary and Open Membership
2. Democratic Member Control
3. Member Economic Participation
4. Autonomy and Independence
5. EDUCATION, TRAINING AND INFORMATION
6. Co-operation Among Co-operatives
7. Concern for Community

Afternoon Workshops 1:00 - 4:00 pm

4. Building the Governance and Management Team

Facilitated by Anjala Kulasegaram

We talk about the difference between governance and management, but that doesn’t always stop us from getting our roles confused. Do you know directors who can’t resist doing the manager’s job? Or managers who think they’re directors? Are we always getting in each other’s way, or can we figure out how to work together and support each other to get the results our co-ops deserve? We’ll talk about how to divide up the governance and management work and how your co-op can build a stronger team to achieve good governance and sound management.

5. Everything You Need to Know About Your Co-op’s Finances

Facilitated by Della Brown, Anda Fresescu & TBA

This workshop will provide you with knowledge in three key areas of doing business as housing co-operatives. First, you will learn the importance of monitoring your monthly financial health. The next portion of this workshop will then focus on what happens as your co-op’s year-end approaches and how important key information is for your yearly audit. Thirdly, First Calgary Financial will discuss programs that are offered to our membership such as SACHIP, Refinancing and Personal Member banking portfolios.

6a. Moving toward Smoke-Free Multi-Unit Co-op Housing

Facilitated by Angeline Webb & Barb Pedersen

Join the movement towards smoke-free multi-unit living in Alberta. The Smoke-Free Housing Alberta website is ready! The Canadian Cancer Society has developed a comprehensive information and action website where housing owners and providers can learn the WHYs and HOWs of developing a policy for smoke-free living in their housing units. This interactive workshop will show you the information and resources on the website and will help you apply them to your co-operative housing. Many people are still involuntarily exposed to tobacco smoke inside their homes due to the migration of tobacco smoke from neighboring units. Developing a smoke-free policy for your cooperative could save your directors, managers and members, money and time AND it may be easier than you think. Look at the resources on the website: smokefreehousingab.ca.

6b. How To Be a Successful Co-op and Co-op Member

Facilitated by Susan Clayton

What makes a housing co-op successful? It’s members. Members elect and serve on the board, decide policy, approve the budget and set the housing charges. In order for members to be successful members, they need to be provided with the resources to know the rules, understand the issues and make good decisions. This workshop will give members the opportunity to develop a new perspective on their responsibilities, their rights and their importance as share holding members.

Workshop Facilitators

Della Brown has been working for SACHA as a Financial Advisor and bookkeeper for the past 7 years. Della has worked in finances and business management for over 30 years. She provides bookkeeping and financial knowledge for numerous housing cooperatives as well as other industries. Della was an active member in a large housing co-op for 14 years.

Susan Clayton is a consultant with SACHA. She has a strong background in co-op policy and procedures. She has served on several not-for-profit boards, including the boards of All Nations Theatre and Families Matter. Susan has been a housing co-op member for more than 30 years.

Brenda Davies is the Executive Director of SACHA. She has been working in the co-operative housing sector for many years and has a strong background in community development and working with not-for-profit organizations. Brenda has worked extensively in the area of affordable housing, property management and personal finance. She is an advocate for affordable housing initiatives.

Anda Frusescu has worked extensively with SACHA’s members. She holds a degree in Accounting and Finance and has her CGA designation. She has over 31 years’ experience in accounting. In the last 20 years, Anda has worked in Canada and gained extensive experience in the area of accounting, audit and taxation. Anda currently works for her own Professional Corporation since 2010, and is a specialist in auditing and accounting.

Anjala Kulasegaram has a unique history with the co-operative housing sector. She grew up in a co-op in where she served on the board of directors. She was one of the first recipients of Co-operative Housing Federation of Toronto’s (CHFT) Diversity Scholarship in 2004 and is currently the Treasurer of CHFT’s Charitable Fund. She has served as a council member for Ontario Council, CHF Canada. She was also a staff person for housing co-ops with varying funding programs. Her co-op experience extends all over the world, including volunteering with a women’s farming co-operative in Benin, Africa. She currently is a co-operative consultant based in Toronto, Ontario.

Barb Pedersen is a facilitator and consultant in Calgary working with organizations to help them hold meaningful discussions, reach effective decisions, and develop beneficial and realistic plans. Barb has operated her company, Barbara Pedersen Facilitation Services Inc. throughout western Canada since 1994. Barb’s role with the Canadian Cancer Society is to provide stakeholder engagement and facilitation services for the Smoke-Free Policies in Multi-Unit Housing Process

Erin Viala is a lawyer with Bryan & Company Calgary LLP in the commercial litigation department. Erin focuses on commercial debt recovery, insolvency, employment, and general commercial litigation. Erin has worked with housing co-operatives in Southern Alberta on various litigation matters including employment and debt recovery and on various other matters including director’s liability.

Angeline Webb is the Director of Health Policy and Health Promotion with the Canadian Cancer Society, Alberta/NWT Division, where she has been engaged in health policy development for the last 13 years. She develops, implements, and administers all policy development programming for the Canadian Cancer Society in Alberta, the Northwest Territories and at the federal level. Angeline’s focus is healthy public policy with most of her attention devoted to tobacco reduction policy.

Marianne Wilkat (CAIP – Calgary Aging In Place Co-operative) is a community volunteer with various organizations such as Red Cross, PTA, Canadian Cancer Society, Salvation Army and Ogden House Seniors. Marianne joined a group who were interested in developing a senior’s affordable /accessible housing building in her community in 2003. For 10 years they worked diligently and finally had it to the stage where they had the plans, the site, the money. All they needed was community association approval. That was about 2013. The group went to the association meeting asking for a letter of approval for the project and the community association president refused to sign the letter to the city. End of project. Shortly after, Lindsay Luhnau (who was working with the city councilor in the area) came to Marianne suggesting a housing cooperative. It has developed into the CAIP (Calgary Aging in Place Co-operative). CAIP has charitable status (2014) and have been supported financially by several ventures including New Horizons.



“Education is the most powerful weapon which you can use to change the world.”
- Nelson Mandela

SACHA Fall Education Event Registration Form

NAME: _____
 PHONE: _____
 EMAIL: _____
 CO-OP: _____

Please put a check mark in the box beside the workshop(s) of choice:

AM WORKSHOPS - 9:15 am TO 12:00 (Choose one)

1. Ageing-in-Place Panel Discussion Yes: No:
 2. Attention Management Yes: No:
 3. Effective Board Planning Yes: No:

LUNCH - 12:00 TO 1:00 pm

Special Dietary Needs & Allergies (Including gluten-free and vegetarian):

PM WORKSHOPS - 1:00 TO 4:00 pm (Choose one)

4. Building the Governance and Management Team Yes: No:
 5. Everything You Need to Know About Your Co-op's Finances Yes: No:
 6a. Moving Toward Smoke-Free Multi-Unit Co-op Housing Yes: No:
 6b. How To Be a Successful Co-op and Co-op Member

EVENT FEES

Full Day Rate for SACHA Members per person	\$140.00	\$ _____
Members age 30 and under attend at half price (per person)	\$70.00	\$ _____
Full Day Rate for non-SACHA members per person	\$185.00	\$ _____

	SUBTOTAL	= _____
ADD	5% GST	= _____
		\$ _____
	TOTAL	\$ _____

Please submit payment with registration via fax or email.

Fall Education Event



Saturday, November 18th 2017

The Glenmore Inn & Convention Centre
 2720 Glenmore Trail SE Calgary, AB
8:30 am - 4:00 pm

REGISTRATION

Members age 30 and under attend at half price. SACHA is offering a \$100 travel bursary for co-ops more than 100 kms from Calgary.

HOW TO REGISTER

Contact your co-op's office or Board to review their policy on funding and the registration process. Most co-ops have an education budget that allows the co-op to pay for member training and education. Your co-op will submit the registrations to SACHA. Individual members can pay for their own registration, if their co-op does not have funds available, and send it in themselves.

REFRESHMENTS

8:30 AM
Coffee and a light breakfast

12:00 to 1:00 PM
Lunch

WORKSHOP FEES

SACHA Member \$140
 Non-Member: \$185
 Member 30 and Under: \$70

CANCELLATIONS AND REFUNDS

Workshop fees are not refundable unless the workshop is cancelled by SACHA due to insufficient registrations. If a person cannot attend, their co-op should find someone else to attend in their place. If you have any questions about this event please contact Brenda or Colleen at (403) 233-0969 or via e-mail: brenda.sacha@shaw.ca or colleen.sacha@shaw.ca.