

Mondragon Co-operative Homes Inc.

Policy No. 14

Sector Delegate

Passed by the Board of
Directors:
August 31, 2004

Confirmed by the
members:

MONDRAGON CO-OPERATIVE HOMES INC.

APPOINTMENT OF SECTOR DELEGATE

August 31, 2004

Whereas, Mondragon Co-op is a member of the Co-operative Housing Federation (CHF Canada) and the Peel Halton Co-operative Housing Federation (PHCHF);

And Whereas, the must appoint a delegate to represent it at meetings and other activities of CHF Canada and Peel Halton CHF;

Therefore, the following is enacted as a Policy of the Co-op.

1. PURPOSE OF THIS POLICY

The Co-op is a member of CHF Canada and Peel Halton CHF. CHF Canada represents the interests of the national co-op housing sector while Peel Halton CHF is the local organization of housing co-ops. The Co-op must appoint a delegate to represent it at the meetings and other activities of these organizations. The purpose of this Policy is to establish a process for appointing the Co-op's delegate to PHCHF and CHF Canada.

2. AMENDMENT OF THIS POLICY

This policy may be amended only by the Board of Directors. Approval of an amendment must first take place at a meeting of the Board of Directors.

3. APPOINTMENT AND TERM

The Co-op's Delegate to CHF Canada and Peel Halton CHF will be appointed by the Board of Directors for a term of one year. This appointment will take place at the Board's first meeting following the Annual General Meeting each year. The Delegate will be appointed in accordance with the eligibility criteria specified in Section 7, below.

4. ACCOUNTABILITY

The Delegate will report to and shall be directly accountable to the Board of Directors.

5. DUTIES AND RESPONSIBILITIES OF DELEGATE

The duties and responsibilities of the Delegate include the following:

- to act as a liaison between the Co-op and CHF Canada and PHCHF
- to promote the work and activities of the co-op housing sector within the Co-op
- to represent the Co-op at the meetings and activities of CHF Canada and Peel Halton CHF including the Annual Meeting of both organizations and regular members meetings of Peel Halton CHF
- to consult with the Board regarding motions and / or issues to be decided at meetings of CHF Canada and Peel Halton CHF, and where appropriate to receive direction from the Board
- to bring forward recommendations to the Board regarding the activities of CHF Canada and Peel Halton CHF
- to provide ongoing reports to the Board and the Co-op's members regarding the decisions, activities and services of CHF Canada and Peel Halton CHF
- to provide a written report to the Board report on the CHF Canada annual meeting
- to gather and share information from other co-ops of benefit to the Co-op
- to keep up-to-date on the activities, services and publications of CHF Canada and Peel Halton CHF
- to provide receipts and /or other acceptable records for all reimbursable expenses related to attendance at meetings and activities of CHF Canada and Peel Halton CHF as authorized by the Board.

6. ELIGIBILITY CRITERIA FOR DELEGATE

In making its decision to appoint the Co-op's Delegate to CHF Canada and PHCHF, the Board will apply the following criteria: The Delegate must:

- be a member in good standing who has actively participated in the Co-op on the Board, a committee or through some other form of regular participation

- express an interest in and have a commitment to the co-op housing sector
- be willing to faithfully carry out the duties and responsibilities of Delegate
- have been a member of the Co-op for at least one year.

7. CONFIDENTIALITY

The Delegate must never reveal any confidential information about the Co-op. Any breach of this obligation will result in the Delegate being removed by the Board of Directors.

8. REMOVAL OF DELEGATE

The Delegate can be removed by the Board of Directors if the Board determines that the Delegate has failed to properly carry out the duties and responsibilities of Delegate or has acted in a manner harmful to the interests of the Co-op.

Passed by the Board of Directors of the Co-operative at a meeting properly held on August 31, 2004.

Secretary

c/s