Directors in Arrears

Purpose of the Policy

To ensure that all Directors on the Board are up to date with housing charges and to regulate the steps for dismissal of a Director on the Board if they are not.

Definition Arrears: Are unpaid and overdue debts. If any housing charge, share instalment or other debt due to the co-op is not paid by the required date, the member is in arrears. A returned cheque is unpaid and in arrears.

Policy

1. All directors must pay their housing charge to View Court Housing Co-op in full and on the first day of each month.

2. If a director is in arrears, the Finance Committee will give the director and Board written notice of their arrears. The director will have fourteen (14) calendar days \*\* after the notice is given to pay the arrears in full.

\*\*The Written notice to the director will start the fourteen (14) day period. The notice will be given by the Finance committee. Prior approval from the Board is not needed.

3. The director will automatically cease to be a director at the end of the fourteen (14) days if there has not been a payment made in full as confirmed by the Finance committee.

If the director disputes the amount owing, the director may:

i. Give the Board of Directors written notice of their intent to dispute the Arrears for the beginning of the next scheduled Board meeting or at the end of the fourteen (14) day period, whichever comes first. The Board, with the director in attendance, will review the matter as its first item of order after the receipt of the director’s dispute.

ii. If the Board, after having reviewed all documentation from the Director in question, the Finance committee and any other supporting documentation determine that there are arrears of any amount, the member will cease to be a director immediately after the Board’s ruling and will need to pay their housing charge in full.