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**Attendance by Google Meet:**

David Ellis  
Olivia White (chair and minute-taker)  
Madelyn White  
Nicholas Bailey  
Carrie Hookey

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- Operations Director's Report
  - David presents the second annual OD report for OHA, encompassing all of OHA's achievements from January 1, 2023, to December 31, 2023.
  - David asserts that the Board successfully fulfilled its mandate in 2023.
- Message from the Community Project Coordinator

*"Thanks everyone for being here! This is becoming my favourite time of the year; it's exciting to look back at what we've accomplished and reflect on our journey. In the last year, we have truly gotten down to business! We started the year with our Planning Grant from FCM which brought us to the UK to visit 9 cohousing communities; these new connections and stories gave us a better sense of what we're creating in Port Rexton. We built a working relationship with Woodford Architecture who have visited our site, taken our hopes and dreams and produced some initial concept designs; this was the first time we could visualize the housing development on our site. We've kicked ass in our interviews and advocacy, from being on CBC's The Signal, attending the Economic Development Association of NL Conference in Bonavista, the Atlantic Social Impact Exchange Summit in St John's, and the Lock and Key podcast from The Independent. These events gave us the opportunity to meet Reclaim Community CDO, and the Northpine Foundation. We created the Town of PR and OHA Liaison Group as our formal communication with the Town; this has been a successful way to keep us all informed*

*and on the same page. Lastly, we dedicated significant time and effort to three funding applications from CMHC, the province of NL, and Reclaim Community CDO. These applications, which we learned this year, were successful. This is a significant milestone that we can leverage to access additional funding in the years to come.*

*I'm so proud of what we've accomplished in the last year. We are a small and mighty team and I'm fulfilled to work for an organization that we've built out of love for our home. I love how much we're learning, how we're growing, and our commitment to see this project through. Thank you all for your energy and time. Thank you Carrie, Nick, and Jill for guiding and supporting OHA. Thank you David for guiding and supporting me. Working with you has been so meaningful and I truly appreciate all your time and patience in showing me the way when I get stuck. This wouldn't be possible without all of you."*

- Treasurer's Report and Adoption of Financial Statements
  - Carrie delivers OHA's 2023 Statement of Operations:
    - The Statement of Operations shows what OHA brought in (revenues) and what we paid out (expenditures)
    - For revenues, OHA received our FCM Planning Grant for \$25,000 and donation from PRB for \$786
    - As for expenses, OHA's largest expense for 2023 was staff wages nearing almost \$21,000
      - OHA's capital expenditure (totalling \$15,950) includes the remaining amount owed to Northstar Consulting for our feasibility study, and our work with Woodford Architecture that includes a initial concept design and site analysis
      - Other expenditure includes our website work with Jessica Harnum (under contract fees), our year-end work with Jakob (under professional fees), our research trip to the UK (under travel), and our software subscriptions/bank fees
    - At the end of 2022, OHA's account balance is -\$18,426, however money leftover in our account from 2022 covered this, so we broke even!
  - Carrie discusses our Statement of Net Assets:
    - In 2023, OHA spent \$15,950 in property and equipment; this number comes from the remainder of the invoice for the Northstar feasibility study and for our work with Woodford Architecture (this is linked to our land which is why it's considered a fixed asset)

- Overall, our net assets total -\$557 given our expenditure of -\$18,426 in 2023.
- Carrie explains our Statement of Financial Position:
  - In 2023, OHA's financial position balances at \$28,494
    - Our assets for 2023 include cash (\$1413), our investment into NLCU (\$100), and our fixed assets previously mentioned along with our fixed assets from previous years (\$26,981)
    - Our liabilities for 2023 were \$2070 and our equity (which is considered things we own but not in the form of cash) totals \$26,494
  - Decision-makers approve and adopt these financial statements for OHA
- Approval of Directors' roles
  - For the upcoming two-year term, OHA will adopt the following Board structure:
    - David Ellis - Operations Director
    - Carrie Hookey - Secretary
    - Nicholas Bailey - Treasurer
    - Jill White - Director
  - Decision-makers agree to actively seek and extend an invitation to a new Director to join our Board.
- AOB
  - There was no other business introduced or discussed.