

KINGSTON & FRONTENAC HOUSING CORPORATION
Minutes 01-2024
January 29, 2024, 12:30 p.m. Location: KFHC Board Room

Attendance:

Liz Schell, Chair
Councillor Don Amos, Vice Chair
Sanjiv Kapoor, Director

Councillor Brandon Tozzo
Bryan Hamberg, Director
Judi Kirkpatrick, Director
Joan Jardin, Director

Regrets:

Roxanna Gholami, Director

KFHC Staff:

Mary Lynn Cousins Brame, CEO
Marion Vanderpool, EA,

1. **MEETING TO ORDER:** The Chair called the meeting to order at 12:36 pm

2. **APPOINTMENT OF MEETING OBSERVER**
THAT the Board recognizes Bryan Hamberg for volunteering as the Board Meeting Observer for January 29, 2024.

3. **DECLARATION OF CONFLICT AND PECUNIARY INTEREST:** None

4. **APPROVAL OF AGENDA**
Moved by: Councillor Don Amos
Seconded by: Sanjiv Kapoor
THAT the Board of Directors approve Agenda No. 1-2024 for the meeting on January 29, 2024. **CARRIED**

5. **APPROVAL OF CONSENT AGENDA**
Moved by: Councillor Brandon Tozzo
Seconded by: Bryan Hamberg
THAT the Board approves the Consent Agenda No.01-2024 for January 29, 2024, with the removal of the Finance & Administration for further discussion. **CARRIED**

6. **CONFIRMATION OF THE MINUTES**
Moved by: Councillor Brandon Tozzo
Seconded by: Councillor Don Amos
THAT the minutes of the Kingston & Frontenac Housing Corporation Meeting No.06-2023 held on November 27, 2023, be approved. **CARRIED**

7. **BUSINESS ARISING:** None

8. New Business

a) ELECTIONS Board Chair and Vice Chair

Moved by: Councillor Brandon Tozzo

Seconded by: Councillor Don Amos

THAT the Board of Directors holds elections for Board Chair and Vice Chair.

THAT the CEO declared nominations open for Board Chair.

THAT Liz Shell be nominated for Board Chair.

THAT there being no further nominations, nominations were closed. Lis Schell was elected Board Chair by acclamation.

THAT the Board Chair declared nominations open for Board Vice Chair.

THAT Don Amos be nominated for Board Vice Chair.

THAT there being no further nominations, nominations were closed. Don Amos was elected Board Vice Chair by acclamation.

b) COMMITTEE APPOINTMENTS

Moved by: Councillor Don Amos

Seconded by: Sanjiv Kapoor

THAT the Board of Directors make appointments to the Finance, Audit & Administration Committee and Governance, Human Resource & Strategy Committee and Stakeholder Committee.

CARRIED

c) SECRETARY-TREASURER

Moved by: Joan Jardin

Seconded by: Councillor Brandon

THAT the Board of Directors appoint the CEO as Secretary-Treasurer and approve the Chair, Vice-Chair, and CEO as signing authorities for the Corporation for 2024.

CARRIED

d) 2023 Board of Directors and Officers

Moved by: Councillor Don Amos

Seconded by: Councillor Brandon Tozzo

THAT the Board of Directors approve the slate of officers and terms for 2024.

CARRIED

9. REPORTS FOR APPROVAL

a) BOARD AND COMMITTEE WORKPLANS

Moved by: Councillor Brandon Tozzo

Seconded by: Bryan Hamberg

THAT the Board of Directors approve the 2024 Board and Committee Workplans on the recommended by the Board of Directors at the November 2023 meeting.

CARRIED

10. REPORTS FOR INFORMATION

a) CEO Update and Standard Report

The CEO update and standard report circulated with the BOD package. CEO provided an update focusing on:

- Invest in people and strengthen the organization’s performance and sustainability.
- Collaborate with service partners to implement social service, mental health, and physical health responses and innovations that increase tenant well-being and housing stabilization.
- Innovation, New Initiatives, and Information

Questions and answers followed.

11. MEETING OBSERVER FEEDBACK

Introduction and welcome to new Board Members present. There was a good explanation of the terms for the new Board Members (ghost debt/arrears, revoked subsidy, elevator pitch, etc.). New members with new eyes posed financial questions.

Good general financial discussion regarding overruns from 2023 and 2024 capital plans.

Successful election of officers and appointments fulfilled to all subcommittees.

13. Next Meeting

March 25, 2024

14. ADJOURNMENT

The agenda being fulfilled; the Chair declared the meeting adjourned at 1:47 pm.

X

Liz Shell
Chair

X

Mary Lynn Cousins Brame
CEO