

Seven Board Responsibilities

Ensure clear mission and purpose • Effective strategic planning • Evaluation of CEO
Ensure sound financial and legal practices (fiduciary) • Financial resources deliver mission
and used effectively • Engage stakeholders • Ensure effective governance

KINGSTON & FRONTENAC HOUSING CORPORATION MEETING MINUTES 03-2025 March 24, 2025, 12:30 p.m. Location: KFHC Board Room

Liz Shell, Chair
Joan Jardin, Vice Chair
Councillor Don Amos, Director
Nancy South, Director

Steven Silver, Director
Paul Smith, Director
Bryan Hamberg, Director
Mary Lynn Cousins Brame, CEO
David Kelly, EOA
Regrets – Councillor Brandon Tozzo, Director

1. **MEETING TO ORDER** - Chair called the meeting to order at 12:31p.m.
Bryan Hamberg joined the meeting Virtually.

2. **APPOINTMENT OF MEETING OBSERVER**

THAT the Board Chair appoints Nancy South as the meeting observer for March 24, 2025, Board meeting.

3. **DISCLOSURE OF CONFLICT OR PECUNIARY INTEREST** – None

4. **APPROVAL OF AGENDA**

THAT the Board of Directors approve Agenda No. 03-2025 for the March 24, 2025, meeting.

Move by: Joan Jardin

Seconded by: Councillor Don Amos

CARRIED

5. **CONSENT AGENDA**

THAT the Board of Directors approve the Consent Agenda No. 03-2025 for March 24, 2025, meeting.

Move by: Joan Jardin

Seconded by: Steven Silver

CARRIED

6. **CONFIRMATION OF MINUTES**

THAT the minutes of the Kingston & Frontenac Housing Corporation Meeting No. 02-2025 held on February 24, 2025, be confirmed.

Moved by: Bryan Hamberg

Seconded by: Steven Silver

CARRIED

7. PRESENTATION

a) 2024 Audit Financial Statement- KPMG

Dan Song, Director of Finance and Operations for KFHC and Lori Huber for KPMG joined the meeting in person.

Lori Huber representing KPMG presented the 2024 Audit Financial Statement.

8. REPORTS FOR APPROVAL

a) 2024 Audited Financial Statement

THAT the Board of Directors approve the Financial Statements for the year ended December 31, 2024.

Moved by: Councillor Don Amos

Seconded by: Nancy South

CARRIED

b) By Law No. 1

The Governance, Human Resource and Strategy Committee Chair Joan Jardin introduced for discussion and review, revisions of By Law No. 1.

c) CEO Update and Standard Reports

The Board of Directors receive the CEO's report for information.

Moved by: Paul Smith

Seconded by: Bryan Hamberg

CARRIED

9. IN CAMERA MEETING

THAT the Board of Directors move into close session.

Moved by: Joan Jardin

Seconded by: Nancy South

10. MEETING OBSERVER FEEDBACK

The meeting was productive and informative. The KPMG audit presentation was great. All information was provided to approve. Increase in operational performance noted.

11. DATE OF NEXT MEETING

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on Monday, April 28, 2025 in the Boardroom.

ADJOURNMENT

The meeting was adjourned at 2:15 p.m.

Moved by: Councillor Don Amos

Seconded by: Nancy South

CARRIED

Liz Schell
Board Chair

Mary Lynn Cousins Brame
CEO