

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 06-2025 June 23, 2025, 12:30 p.m. Location: KFHC Board Room

Liz Shell, Chair	Mary Lynn Cousins Brame, CEO
Bryan Hamberg, Director	David Kelly, EOA
Joan Jardin, Vice Chair	
Councillor Brandon Tozzo	
Nancy South, Director	Regrets – Councillor Don Amos
Paul Smith, Director	

1. MEETING TO ORDER - Chair called the meeting to order at 12:31 p.m.

2. APPOINTMENT OF MEETING OBSERVER

THE Board Chair appoint Paul Smith as the Board meeting observer for the June 23, 2025, meeting.

3. DISCLOSURE OF CONFLICT OR PECUNIARY INTEREST – None.

4. APPROVAL OF AGENDA

THAT the Board of Directors approve Agenda No. 06-2025 for the June 23, 2025, meeting.

Moved by: Joan Jardin

Seconded by: Councillor Brandon Tozzo

CARRIED

5. CONSENT AGENDA

THAT the Board of Directors approve the Consent Agenda No. 06 -2025 for June 23, 2025.

Move by: Joan Jardin

Seconded by: Bryan Hamberg

CARRIED

6. CONFIRMATION OF MINUTES

THAT the minutes of the Kingston & Frontenac Housing Corporation Meeting No. 05-2025 held on May 26, 2025, be confirmed.

Moved by: Nancy South

Seconded by: Joan Jardin

CARRIED

7. REPORTS FOR APPROVAL

a. CEO Update and Standard Reports

THAT the Board of Directors receive the CEO's report for information

Move by: Bryan Hamberg
Seconded by: Nancy South

CARRIED

8. NEW BUSINESS

a. STRATEGIC PLAN KEY MILESTONE ACHIEVEMENT

THAT the Board of Directors on the recommendation of the Governance, Human Resources & Strategy Committee receives the Strategic Achievement Progress Report for information.

Move by: Bryan Hamberg
Seconded by: Councillor Brandon Tozzo

CARRIED

9. IN CAMERA MEETING

Move by: Nancy South
Seconded by: Paul Smith

CARRIED

10. MEETING OBSERVER FEEDBACK

It was a quality meeting, respectful, considered deliberation by “Best board ever worked with.” CEO report aligns with plan and strategy, focused discussions, preparation for meeting evident. Appropriate financial reporting with explanations. Proper governance and all questions answered.

11. DATE OF NEXT MEETING

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on Monday, September 22, 2025, at 12:30 p.m., in the Boardroom, 119 Van Order Drive.

12. ADJOURNMENT

The meeting was adjourned at 2:00 p.m.

Liz Schell
Board Chair

Mary Lynn Cousins Brame
CEO