

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 09-2024

November 25, 2024, 12:30 p.m. Location: KFHC Board Room

Liz Shell, Chair
Councillor Don Amos, Vice Chair
Joan Jardin, Director
Councillor Brandon Tozzo

Nancy South, Director
Sanjiv Kapoor, Director
Bryan Hamberg, Director
Steven Silver, Director
Mary Lynn Cousins Brame, CEO

1. **MEETING TO ORDER**-Chair called the meeting to order at 12:32 p.m.
Councillor Tozzo joined the meeting virtually.

Director Sanjiv Kapoor outlined that this was his final meeting as he did not stand for reappointment for the sixth year of the term. Chair Liz Schell thanked Director Kapoor for his commitment, hard work over the last five years on the Board of Directors and his active participation in the subcommittees.

2. **APPOINTMENT OF MEETING OBSERVER**

THAT the Board Chair appoints Nancy South as the meeting observer for November 25, 2024, Board meeting.

3. **DISCLOSURE OF CONFLICT OR PECUNIARY INTEREST-NONE**

4. **APPROVAL OF AGENDA**

THAT the Board of Directors approve Agenda No.09-2024 for the November 25, 2024, meeting.

Move by: Joan Jardin

Seconded by: Councillor Don Amos

CARRIED

5. **CONSENT AGENDA**

THAT the Board of Directors approve the Consent Agenda No.9-2024 for November 25, 2024, meeting.

The CEO answered questions in relations to the funding, expenses and the trends in the surplus.

Move by: Joan Jardin

Seconded by: Sanjiv Kapoor

CARRIED

6. CONFIRMATION OF MINUTES

THAT the minutes of the Kingston & Frontenac Housing Corporation Meeting No.08-2024 held on October 28, 2024, be approved with the amendment of the correct spelling of Director Bryan Hamberg's name.

Moved by: Joan Jardin

Seconded by: Steven Silver

7. BUSINESS ARISING – NONE

8. PRESENTATION

a) LHC Quarter 3 Data

CEO presented the KFHC's key performance indicators in relation to LHC averages.

9. REPORTS FOR APPROVAL

a) Revised 2025 RGI Capital Budget

THAT the Board of Directors approve the revised 2025 RGI Capital Budget to reflect the increased allotment of \$44,664 and its planned project.

Move by: Joan Jardin

Seconded by: Nancy South

10. REPORTS FOR INFORMATION

a) CEO Update and Standard Reports

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

Moved by: Councillor Don Amos

Seconded by: Bryan Hamberg

11. IN CAMERA MEETING

THAT the Board of Directors move into close session.

Moved by: Steven Silver

Seconded by: Sanjiv Kapoor

12. MEETING OBSERVER FEEDBACK

Director Nancy South provided the Board of Directors feedback in relation to the seven key board responsibilities.

13. DATE OF NEXT MEETING

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on January 27, 2025.

ADJOURNMENT

The meeting was adjourned at 2:45 p.m.

Liz Schell
Board Chair

Mary Lynn Cousins Brame
CEO