



NORFOLK HOUSING ASSOCIATION

HR/Governance Committee Meeting Report

DATE: September 2, 2020

TIME: 4:01pm – 4:32pm

Present: Henrietta Falasinnu (via teleconference), Eriata Dania (via teleconference), Charlene Power (ex-officio) and Cynthia Mazereeuw (ex-officio)

Not In attendance: Bryan Slauko

1. Call to Order & Confirm Quorum – the meeting was called to order at 4:01pm by Henrietta and quorum confirmed.
2. Approval of Proposed Agenda

Motion to approve the September 2, 2020 agenda was made by E. Dania, seconded by H.Falasinnu – Carried.

3. Approval of June 3, 2020 Meeting Minutes

Motion to approve the June 3 Committee meeting minutes/report was made by H. Falasinnu, seconded by E. Dania– Carried.

4. Board Recruitment, Vacancy Update, and Timelines

Discussion: Management provided the results from the board matrix. A discussion was had regarding eligibility surrounding potential board members. If certain eligibility requirements are not met, these individuals may be used as advisors to the board.

Management discussed the findings of the board matrix. After looking at the various gaps in the matrix, the committee determined that the best course of action was to bring the board matrix to the strategic session and have an open conversation with the full board to determine the best fit for the empty board seat.

No gap in the matrix was to be highlighted as a point of interest when filling the seat.

ACTION: Management will review the Societies Act and reach out to other partners to determine eligibility requirements, particularly in relation to Canadian Citizenship and student visa status.

Committee Motions: None

Proposed Board Motions: None.

5. Risk Management

Discussion: Management provided insight into the risks associated with COVID-19. At this time, there were no new risks to be discussed.

ACTION: None

Committee Motions: None

Proposed Board Motions: None

Meeting was adjourned by committee chair at 4:32pm. The next committee meeting is on December 2, 2020 at 4:00pm.

DRAFT