



**Houselink Community Homes  
Board Meeting Minutes  
July 16, 2018**

**Present:** Phillip Dufresne (Chair), Linda McNeil, Mary Modeste, Joann Sochor, Charles Finlay, Douglas Jordan, Natalie Ochrym, Colette Snyder, Nicole Tushingam, Mark Guttridge

**Regrets:** Richa Jagota and Hugh Cameron

**Staff:** Brian Davis, Helen Cheung and Monica Vaus (minutes)

**Approval of Agenda**

Moved by: Mark Guttridge  
Seconded by: Linda McNeil  
Carried

**Conflict of Interest**

No conflict of interest declared

**Consent Agenda Items**

Receiving and approval of consent items  
Moved by: Joann Sochor  
Seconded by: Linda McNeil  
Carried

**Business Arising**

**Any Consent Agenda Items Requiring Action or Further Discussion**

The last design is being put forward for the Danforth project. Brian will report to the Board about the outcome.

**Confirm Board Meeting Dates for Year**

The Board agreed to continue to meet on the third Tuesday of the month. The Board does not meet in August.

**Action: Need to check with Hugh and Richa if the third Tuesday of the month will work for them.**

## **Signing Officers 2018/19**

A motion is required from the Board to confirm the new signing officers:

- Chair, Phillip Dufresne
- Vice Chair, Linda McNeil
- Vice Chair, Mary Modeste
- Treasurer, Joann Sochor
- Executive Director, Brian Davis
- Director of Support Services, Helen Cheung
- Support Manager, Carlos Aedo
- Manager of Human Resources and Administration, Colleen Vandeyck

## **Motion to Approve**

Moved by: Douglas Jordan

Seconded by: Joann Sochor

Carried

## **Determine Committee Involvement for 18/19**

The Board was canvassed at the meeting to join one (or more) of the following committees. It is expected that Board members join at least one committee and an effort is made to keep the committees evenly populated.

**Resource Council:** Linda McNeil, Natalie Ochrym and Colette Snyder

**Nominations:** Mary Modeste, Phillip Dufresne, Mark Guttridge and Charles Finlay

**Policy:** Charles Finlay, Joann Sochor, Linda McNeil and Nicole Tushingam

**Quality and Accountability:** Douglas Jordan, Mark Guttridge, Mary Modeste, Nicole Tushingam, Colette Snyder and Jasmin Earle as support

**Executive Director Performance Appraisal Committee (EDPA):** Mary Modeste, Phillip Dufresne, and Natalie Ochrym

**Integration Working Group:** Douglas Jordan, Joann Sochor, Linda McNeil and Mark Guttridge

It was noted that Hugh was formerly on the Nominations and EDPA committees, and that the Danforth Project committee is on hold for now.

**Action: Brian to contact both Hugh Cameron and Richa Jagota regarding their involvement in a committee or committees.**

### **Dates, Volunteers and Suggestions for New Board Orientation**

Each year at this time, new and returning Board Members are asked to think about what they need to ensure their success as members of Houselink's Board of Directors.

Tuesday, August 21 and Tuesday, August 28 were selected as dates for the new Board orientation. The itinerary will be set up, and Joann, Mary and Phillip were invited to help facilitate the orientations. Board members wishing to attend the orientations and facilitators were asked to save the dates in their calendars.

### **Good Governance Overview**

A power point presentation entitled *Board Governance, an Overview of Board Responsibilities* was distributed in the board package and reviewed by Phillip, Joann and Brian.

**Action: Monica to check with Board members regarding their preference for a paper or electronic copy of the 2018/19 Board Manual.**

### **In-Camera Check-In Motion**

Moved by: Joann Sochor

Seconded by: Mary Modeste

Carried

### **Out-of-Camera Motion**

Moved by: Natalie Ochrym

Seconded by: Mary Modeste

Carried

### **Adjournment**

Moved by: Mark Guttridge

Seconded by: Linda McNeil