

# **THE AGENCY FOR CO-OPERATIVE HOUSING**

## **BOARD HIGHLIGHTS**

**Meeting of 25 March 2015**

---

### **MANAGEMENT REPORT**

The Board received the CEO's written management report for the period 26 October 2014 to 25 February 2015, accompanied by the CEO's Q4 letter to CMHC on the Agency's performance and the risk and compliance status of our clients, and CMHC's response to our Q3 and Q4 reports. The CEO answered questions from the directors.

### **FINANCE**

On the recommendation of the Finance and Audit Committee, the Board approved the 2014 audited financial statements and agreed to recommend to the Member the reappointment of Marcil Lavallée as the external auditor for 2015. The Board also approved the internal financial statements for the period ending December 31, 2014 and agreed to extend the current contract with Gestion Dynapro Management for bookkeeping and accounting services for 10 months.

### **GOVERNANCE AND HUMAN RESOURCES**

The Board reviewed and approved a number of revisions to the Agency's Director Profile, Bilingual Services, Communications, and Complaints and Dispute Resolution policies. Directors received the 2014 Compliance Audit Report, which noted that the Agency was in compliance in all material respects with audited clauses of the CMHC-Agency agreement. On the advice of the Governance and Human Resources Committee, the Board authorized the payment of a corporate incentive for 2014 to eligible staff.

The Board appointed Berta Zaccardi to the Governance and Human Resources Committee until the end of her current term of office.

The Board met in camera with the CEO to conduct her performance review for 2014, set her compensation agreement for 2015 and receive her annual report on succession planning.