



CANMORE COMMUNITY HOUSING

**Board of Directors Meeting Minutes
The Classroom – Civic Centre
April 10, 2023
3:00 p.m. – 4:00 p.m.**

Board Members in Attendance: Rob Murray Todd Kunst
Jamie Findlay Tanya Foubert
Sean Krausert

Board members Absent: Jeff Mah, Wade Graham, Jessie Fonseca

Others in Attendance: Lisa de Soto, CCH

Rob Murray called the meeting to order at 3:00pm

1. Consent Agenda

Motion 2023.043: Moved by Tanya Foubert that the Board accept the April 10, 2023 Consent Agenda with minutes as amended to correct spelling of “administration”.

CARRIED

2. Business Arising from Minutes None.

3. New Business:

a. Executive Director Position Profile

Motion 2023.044: Moved by Rob Murray that the Board approve the Executive Director Position Profile and Marketing Document prepared by Human Edge Executive Search, as amended.

CARRIED

b. Executive Director Compensation Package – CONFIDENTIAL

Motion 2023.045: Moved by Todd Kunst that the Board go in-camera as disclosure of this information could be harmful to the business interests of the organization (s25)

CARRIED

Motion 2023.046: Moved by Todd Kunst that the Board come out of in-camera

CARRIED

Motion 2023.047: Moved by Tanya Foubert that the Board approve the Executive Director Salary Range as presented.

CARRIED



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c. **Recruitment Sub-committee – confirmation of membership and authorization to hire.**

Motion 2023.048: Moved by Rob Murray that the following Board and administrative personnel be appointed to the Recruitment Sub-committee and that the committee be authorized to work with the selected Recruiter to complete all aspects of the recruitment process for the new Executive Director position including but not limited to interviewing, reference checking, final candidate selection, and contract negotiation.

1. Rob Murray, 2. Wade Graham, 3. Tanya Foubert,

4. Todd Kunst, 5. Lisa de Soto

CARRIED

4. **Motion Resolution Action List** - no outstanding resolutions

5. **Meeting Adjournment**

Motion 2023.049: Moved by Sean Krausert that the meeting be adjourned at 3:55 pm **CARRIED**

Managing Director

Chair