

First Nations Housing Professionals Association L'Association des professionnels de l'habitation des Premières Nations

2021 Annual General Meeting Draft Minutes

Thursday, June 10, 3:15 PM EDT

VIA Zoom

Chair: Darlene Marshall, FNHP

Recording Secretary: Sarah McCabe

1. Call to Order

The meeting was called to order at 3:15PM EDT.

2. Confirmation of Notice of Meeting, Quorum and Proxies

D. Marshall confirmed that the notice of meeting was provided to members 30 days prior to the meeting, and that quorum and proxies were in accordance with FNHPA by-laws.

3. Minutes

The minutes from the last AGM were posted on the website as well as sent out to members.

***Moved and Seconded that the 2020 Annual General Meeting Minutes be approved.
Carried.***

4. Chair and Executive Director Reports

C. Bennett, FNHP, Executive Director, first outlined FNHPA activities since incorporation in January 2019:

- The Strategic Plan was approved
- Policies have been developed
- Administration and advisory support has been arranged
- Competency, Ethical and Certification Standards have been approved
- Courses have been developed
- Dealing with Covid-19 and the impact on the planned conference and in-person courses and workshops
- Website and Knowledge Centre were started
- The Prior Learning and Assessment Review (PLAR) path was developed

C. Bennett then reported on activities for the past 12 months:

- The Strategic Plan was implemented
- More Policies have been developed
- Courses were delivered and enrollments occurred in two semesters
- Workshops and webinars have been developed and two have been delivered
- The Knowledge Centre continues to expand with more tools and readings
- Research priorities are currently being looked into
- There has been a review of what is feasible in terms of new services
- A Member Survey occurred



First Nations Housing Professionals Association L'Association des professionnels de l'habitation des Premières Nations

- An increase in communication and marketing activities
- Partnership Development and Outreach
- Taking on of “Keeper of My Home”
- The National Professional Examination was developed
- Prior Learning and Assessment Review (PLAR) activated and 6 new FNHPs approved
- Hiring of staff
- Three courses ran: FNHP 100, FNHP 200, and FHP 500.
- The Winter 2021 semester saw a total of 32 students register for Course 100, 200, and 500. Out of the 32 who registered this semester, **75% (24 students) successfully completed** and attained a passing grade. By course, the success rate is as follows:
 - For Course 100, 14 students registered and **79%** (11 students) successfully passed their course.
 - For Course 200, 15 students registered, 2 withdrew, and **67%** (10 students) successfully passed their course.
 - For Course 500, 3 students registered and **100%** successfully passed their course.
- The National Professional Exam was delivered.
- The Keeper of My Home education toolkit is designed for K-12 delivery, and it will be housed under the FNHPA Housing and Wellness Program.

C. Bennett then presented on upcoming activities for the next year:

- FNHPA Promotional Activities
- Member Recruitment
- Increased course enrollments
- Updating the FNHPA Strategic Plan
- Developing a Tenant Awareness Toolkit
- Providing members with a reliable source for First Nations Housing News
- Expanding the Housing and Wellness Program where possible and promotion of Keeper of My Home

D. Marshall reported the following:

- FNHPA has worked since January 2019 to date from the direction of Housing Directors, Managers and staff in identifying the administration and housing needs required nationally and will continue to do so.
- FNHPA's goal is to support housing departments and people in communities. FNHPA is working diligently to make First Nations Housing a priority on reserve.
- By educating, knowledge sharing and supporting, FNHPA is working to provide the tools to improve the quality of life for members nationally.
- Youth are the steppingstone of our Nation and future leaders, it is crucial to educate youth in all areas. FNHPA aims to expand on Keeper of My Home to meet the needs of all communities being able to provide support to families who become new tenants or homeowners by adapting the material to meet their needs.
- FNHPA will continue to promote education not only in housing, but to any member who does work or aspires to work in First Nation administration.
- It is important that we are able to reach as many housing personnel in the areas of information, education and networking as this is vital with First Nation Housing departments nationally.
- FNHPA's goal is to have a strong voice and advocate for First Nation communities.



First Nations Housing Professionals Association L'Association des professionnels de l'habitation des Premières Nations

D. Marshall thanked the FNHPA members for their involvement in providing input into designing training and capacity development that meets their needs. D. Marshall also thanked the Canadian Mortgage and Housing Corporation and Indigenous Services Canada for their financial support and enthusiastic partnership over the past year. Finally, D. Marshall thanks the current Board and staff for their ongoing commitment.

Moved and Seconded that the Chair and Executive Director report to the members for the year 2020-21 be accepted.

Carried.

5. Presentation of Audited Financial Statements for the period ending March 31, 2021

H. McCue presented on the audited financial statements for the year ending March 31, 2021. Baker Tilly, have reviewed the Financial Statements and have given their audit opinion that these statements accurately represent the financial position of the association.

Moved and Seconded that the audited financial statements for the period ended March 31, 2021 be received

Carried.

6. Appointment of Auditors

The Board recommended that the membership approve the appointment of Baker Tilly to audit the financial statements for the year ending March 31, 2022.

Moved and Seconded that the firm of Baker Tilly be appointed Auditors of the First Nations Housing Professionals Association for the 2021-22 Fiscal Year

Carried.

7. Elections Report

As per the FNHPA bylaws: *The board shall consist of a minimum of Seven (7) Directors and a maximum of Twelve (12) Directors as specified in the articles.*

The FNHPA Board currently has 7 Directors, three of whom also serve as Officers (Chair, Vice-Chair and Secretary- Treasurer).

Five directors were appointed in 2019 for a three-year term and all have expressed their willingness to continue serving. As of the 2021 AGM, the following five directors will move into the third year of their three-year term: Darlene Marshall, Harvey McCue, Roxanne Harper, Darlene Chevrier, Rosie Charles

The following directors were appointed in 2020 for a one-year term and have been appointed by the Board (in accordance with the FNHPA bylaws) to serve an additional one-year term or until the 2022 Annual General Meeting: Seetta Roccola, Tabitha Eneas.

One director resigned from the Board on May 6th, 2021: Nelson Lepine

Moved and Seconded that the elections report for the period ended March 31, 2021 be accepted.

Carried.



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8. Next Meeting of Members

D. Marshall stated that FNHPA is planning the next meeting for June 2022 as part of the in-person conference.

9. Termination of the Annual General Meeting

The Annual General Meeting was terminated at 3:43PM EDT.

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