

## **Housing Initiatives Committee of the Board Terms of Reference**

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### **1 Purpose**

- 1.1 The purpose of the Housing Initiatives Committee is to assist the Board in fulfilling its oversight responsibilities related to the governance and management of the Trust's housing initiatives.
- 1.2 The Board of Directors delegates authority to the President & CEO to implement on behalf of the Board all recommendations and decisions of the Committee, which are consistent with the scope of the Committee's work as defined in these terms.

### **2 Membership and Meetings**

- 2.1 The Board of Directors will make all appointments to the Committee.
- 2.2 The Board of Directors will appoint the Committee Chair. In the absence of the Committee Chair, the Committee may appoint another member of the Committee to serve as Chair for any particular meeting.
- 2.3 The Committee shall be composed of not more than 10 members, not counting the Board Chair or Vice Chair, comprised of up to four Directors from the Trust Board with the remaining members with appropriate industry expertise and knowledge.
- 2.4 A majority of the members of the Committee shall constitute a quorum. The presence of the Board Chair or Vice Chair can be counted towards quorum.
- 2.5 The Board Chair is an ex officio and voting member of the Committee. In absence of the Board Chair, the Board Vice Chair is an ex officio and voting member of the Committee.
- 2.5 The members of the Housing Initiatives Committee shall serve a one year renewable term.

### **3 Responsibilities**

The Committee is responsible for supporting the Board's oversight responsibilities related to the Trust's housing initiatives including:

- Providing governance guidance;
- Providing strategic advice;
- Recommending a housing initiatives business plan to the Board and overseeing the execution of that plan; and,
- Reviewing progress reports on the achievement of goals and objectives, and reporting to the Board.

# COLUMBIA BASIN TRUST BOARD POLICIES

TAB 9 – Appendix 4

## **4 Reporting**

- 4.1 The Committee shall keep regular minutes of its meetings, and report on its discussions to the Board of Directors.