



## Land Acknowledgement Statement

*Although we gather here virtually, we acknowledge that the land where we work and gather is the traditional unceded territories of the Indigenous nations who have lived on these lands since time immemorial.*

## Board of Directors Meeting Minutes

June 21, 2022

**Present:** Tom Baumgartner, Stephen Bird, Cynthia Carver, Carole Devine, Deborah Duffy, Jean Dunning, William Enright, Kim O'Connor, Richard Schooley

**Staff:** Carol Anne McNeil, Sarah Sark, Amy Vanderspank, Becky Walker (resource)

**Guest:** Serena Deschamps, KPMG

**Regrets:** Lindsay Jackson Derragh, Maddy Dever, Sharon Mousseau, Thomas Todd

- 1.0 Welcome:** Deborah welcomed everyone back from the break, read the land acknowledgement statement, and called the meeting to order at 4:03 p.m.
- 2.0 Approval of agenda**
  - 2.1 Conflict of interest:** No conflict of interest declared.
- 3.0 Approval of minutes from May 24, 2022:** Minutes approved with correction as noted by William and Jean: David Moat's name was omitted from the list of Board candidates. Becky confirmed that the correction has been made, and the minutes posted on SharePoint are updated.
- 4.0 Review the draft Audited Statements**
  - 4.1 Draft statements and ConnectWell management letter:** The Board reviewed the audited financial statements, with Serena and Amy answering questions.  
**DECISION:** The Board approved the audited financial statements.
- 5.0 Business Arising**
  - 5.1 Smiths Falls Health & Social Services Hub:** Sarah reviewed the details of the briefing note that was sent to Board members over the weekend. She informed members that a MOU would be drafted and circulated sometime in July. The Board is prepared to convene for a special meeting over the summer to review the MOU.



**DECISION:** The Board approved confirming support of the Smiths Falls Health & Social Services Hub.

**6.0 Board Committees:**

6.1 **Governance Committee report:** Stephen presented the June 14 Governance Committee meeting minutes and provided a brief update on accreditation. He asked Board members to consider joining Jean and Sharon on the accreditation sub-committee; William expressed interest in participating. The revised code of conduct and pledge for Board members and community members on Board committees were presented for review. Deborah noted two minor edits. The documents will be sent out to new and returning Board members so they can be signed and returned as soon as possible following the Annual Meeting.

**DECISION:** The Board approved 6.01.22a Board of Directors Code of Conduct and Pledge and 6.01.22b Community Members on Board Committees Code of Conduct and Pledge (with edits as noted by Deborah).

6.2 **Finance Committee report and recommendations:**

- Approve audited financial statements: See item 4.1 above.
- Approve internal budgets for LCP, CHC and Respite Services

**DECISION:** The Board reviewed and approved the budgets.

- Audit tender

**DECISION:** The Board approved retaining KPMG on a one-year contract, with the tender going out on a wider scale for the 2023-24 fiscal year.

- Reserves presentation: Amy expressed interest in presenting on her recommendations for the draft reserves policy; she suggested holding a separate meeting between now and next Tuesday, so Deborah is able to join prior to her leaving the Board following the Annual Meeting.

**ACTION:** Becky to send out a Doodle poll to determine availability for Board members as soon as possible and schedule the meeting on or before next Tuesday.

**7.0 Date and time of next Board meeting: Post-Annual Meeting Board meeting June 28, 2022**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Deborah Duffy".

Deborah Duffy  
Board Chair