



## 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

February 28, 2023

Present: Tom Baumgartner, Stephen Bird, Bruce Brough, Carole Devine, Nick Dibdin, Jean Dunning, William Enright, Miriam Hunt, David Moat, Sharon Mousseau, Kim O'Connor

Regrets: Tabrae Knapp

Staff: Amy Booth, Leslie Greene, Morgan Hawn, Carol Anne McNeil, Brenda Powers Ross, Sarah Sark, Becky Walker (resource)

Amy Booth presented on the Therapeutic Riding Program.

- 1.1. Welcome: Jean welcomed everyone, read the land acknowledgement statement, and confirmed quorum.
2. Approval of agenda: Agenda approved as presented.
  - 2.1. Conflict of interest: None declared. Jean reminded attendees that a conflict can be declared at any point during the meeting.
3. Approval of minutes:
  - 3.1. January 24, 2023 meeting minutes approved as presented.
4. Business arising from minutes: Jean presented the CEO workplan/priority list, and the risk assessment spreadsheet Sarah has developed. These documents will be posted on SharePoint and updated regularly. If Board members have questions, they should contact Jean. Sarah noted that if there are significant changes, a link to the revised document(s) will be included and highlighted in the monthly CEO report and highlighted.
5. New business: No new business this month.
6. Board workplan items for February:
  - Begin planning for Annual Meeting (speaker, location): The Board approved June 27 as the meeting date, and Bennett Street (Carleton Place) as the location. Sarah noted she is

investigating hybrid meeting options, but our current model is not ideal. Tom pointed out that it's required by by-law that hybrid meeting option be offered. Jean asked that any suggestions for a guest speaker be directed to her.

- Generative discussion: How does the Board get input from outside sources? Stephen led session and Becky noted all suggestions. William offered to group ideas into categories. Jean suggested that once William has organized the ideas, the Board would engage in a generative discussion at the next meeting.
  - Accreditation update: Jean and William provided a brief update on the work of the sub-committee. Policy review is completed, and next steps include drafting narratives.
  - Strategic planning update: Jean and Carole provided an update on the work of the co-design committee. There are three in-person facilitated sessions. April 17 the Board will get together at Bennett Street and discuss strategic planning. It was suggested that the session be held late afternoon or evening to accommodate Board members who are working. A backgrounder will be sent out soon to Board, staff, and partners. The second stage will include a survey.
7. Report from the Chief Executive Officer: Sarah presented her report and highlighted some recent events. We received notice on Friday that our CIRF grant application to get the roofs repaired in Renfrew has been approved. We also received some additional funding for operating expenses to purchase medical equipment for the CHCs. We are working on an application for the Ontario Seniors grant funding. The deadline is March 6; Sarah will bring more details to the March Board meeting. Staff are holding a Family and Community Wellness Fair at the Smiths Falls arena on March 8.
  8. Renfrew County Healthier Community Committee report: Carole reported on the work of the committee and presented the January 26, 2023 meeting minutes for the Board's information. The Board approved the revised Terms of Reference for the committee. Carole noted the committee's name change – it's now Renfrew County Healthier Community Committee.
  9. Nominating Committee report: Jean reported on the work of the committee. She has connected with almost all Board and committee members; based on her conversations, there will be four Board positions to fill. She asked that any suggestions for possible applicants be sent to her or Kara. Recruitment materials will go out in March and applicants will be invited to join the April Board meeting. Jean announced that due to a number of additional responsibilities, Maddy Dever has resigned from Board effective immediately. Jean wished them well on behalf of the Board. Maddy shared that they have appreciated being on the Board and feel ConnectWell is a terrific organization. Because Maddy had been the Alliance Board Liaison, Tom suggested appointing a replacement until June. Jean asked that anyone interested email her. The Board approved the Nominating Committee Terms of Reference.
  10. Finance Committee report: Kim reported on the work of the committee and presented the February 13, 2023 meeting minutes for the Board's information, as well as the annual vacation/OT compliance report, the staff indicator report, and the Q4 kilometre rate.

The Board approved the following items from the Finance Committee:

- 10.1. Policy 1.05.01a Public Holidays
- 10.2. Policy 3.01.05 Banking, Borrowing and Investments
- 10.3. Q3 statements by part and program; statement of financial position
- 10.4. LEIP budget
- 10.5. OTF Resilient Communities Fund application
- 10.6. Community Services Recovery Fund Grant application

Kim also presented Policy 3.01.17 Reserves with revisions from the Finance Committee. Tom blocked consensus as it's currently written; he prepared a presentation outlining his concerns. He has created a presentation and suggested that a separate meeting be convened with interested parties to discuss before the next Board meeting. Kim agreed; she will check on Amy's availability and ask Lori Rowsell to set up a meeting as soon as possible. Tom will send his presentation to Becky, who will distribute it to the Board. To be revisited at the March Board meeting.

11. Governance Committee report: Tom reported on the work of the committee and presented the February 14, 2023 meeting minutes for the Board's information. He also offered a summary of the January Board meeting evaluation results, with some Board members noting that documents for the meeting arrived late and did not allow for time to review.

The Board approved the following items from the Governance Committee:

- 11.1. By-Law #1 Revision 21 – to go to the Annual Meeting for approval by the membership.
- 11.2. Revised Articles of Amendment – to go to the Annual Meeting for approval by the membership.
- 11.3. Policy 6.01.05 Board of Directors Role and Responsibilities: Suggested changes to be incorporated and revised policy to be posted on SharePoint.

12. Planning and Review Committee report: Carole reported on the work of the committee. She presented the February 14, 2023 meeting minutes for the Board's information. The Board approved the updated Terms of Reference for the committee.

13. Alliance Board Liaison report: No report this month. Jean noted that a new Alliance Board Liaison will need to be named; she asked that anyone interested contact her.

14. Informational items: Jean directed Board members to the informational items listed in the agenda. There were no questions.

15. Availability for cheque signing: Jean, Tom, and Kim confirmed they are available to sign cheques this month.

16. Next meeting: March 28, 2023

- 2:30 p.m.: Program presentation (Infant and Child Development)
- 3.00 p.m.: Board meeting