



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 Agenda

January 24, 2023

Board: Tom Baumgartner, Stephen Bird, Bruce Brough, Maddy Dever, Carole Devine, Nick Dibdin, Jean Dunning, William Enright, Miriam Hunt, Tandrae Knapp, Kim O'Connor

Staff: Jane Coyle, Morgan Hawn, Carol Anne McNeil, Brenda Powers Ross, Sarah Sark, Amy Vanderspank, Becky Walker (resource)

Regrets: David Moat, Sharon Mousseau

Staff program presentation: Mental Health Support Project – The Link

Jane Coyle presented on the work of the Mental Health Support Project (The Link).

1. Welcome: Jean welcomed everyone, read the land acknowledgement statement, and confirmed quorum for the meeting.

2. Approval of agenda: Agenda approved, with the addition of Financial Committee report following the Governance Committee report in the agenda.

2.1. Conflict of interest: None declared.

3. Approval of minutes: November 22, 2022, Board meeting minutes approved as presented.

4. Finance presentation - Reserves: Amy presented on the organization's reserves strategy, as well as a draft reserves policy, which she had presented previously to the Finance Committee. The Board discussed issues with tying the use of funds to the source of funds, versus ensuring that the funds generated through client fees are used for related programs and services. The group agreed the policy should go back to Finance for further discussion and be presented to the Board in February.

5. Business arising from minutes

- 5.1. Update on CEO workplan/priority list and risk management assessment: Jean noted that Sarah has drafted a CEO workplan/priority list and risk assessment document which will be shared with the Board at the February meeting.

6. New business:

- 6.1. Trillium grant application update: The Therapeutic Riding Program has applied for a Trillium grant to cover COVID recovery costs. To be discussed at the February Finance Committee meeting and brought to the Board next month to approve receipt of the funds.
- 6.2. Alliance member collective action for pre-budget submissions: Jean presented a letter template from Alliance; it is a collective action letter to the Ministry of Health regarding increasing base funding for primary health organizations. The Board approved Jean signing the letter on ConnectWell's behalf. Becky to edit and send to Jean for approval before emailing to the individuals listed in the template.
- 6.3. Alliance call for resolutions: Jean presented documents relating to the Alliance call for resolutions; the deadline to submit is February 24. Maddy noted that the package included information relating to previous resolutions. They will be attending a Board liaison meeting next week and will have more information to share at the next Board meeting. Jean noted that the Alliance conference is scheduled for June 7-8, with the Annual Meeting taking place June 6.

7. Board workplan items for January:

- 7.1. Commence nomination process: Jean reported that the Nominating Committee will meet on January 31 to determine membership needs for the upcoming Board.
- 7.2. Board meeting evaluation: Becky noted that a link to the survey is included in the meeting agenda; she will send out a reminder email next week.
- 7.3. Strategic planning update: The co-design team will meet next week and report to the Board at the February meeting.
- 7.4. Accreditation update: William reported on the work of the sub-committee. Policies have been forwarded to the Governance Committee for review, and any requiring edits will come to the Board for review and approval. Jean explained the site visit process and interview preparation for the benefit of Board members who have not previously participated in accreditation. William took this opportunity to announce that he will be stepping down from the Board because he is moving to Ireland in April or May. Jean thanked William for his work on behalf of the organization, and everyone wished him well.

8. Report from the Chief Executive Officer: Sarah presented her report. She noted that ConnectWell recently submitted a letter of interest to the Alliance for funding through the Social Prescribing for Better Mental Health project, and was approved to receive \$88,500. ConnectWell's focus will be on promoting mental health and wellbeing through food and social engagement, addressing the issues of social isolation and food insecurity across our service areas. The Board approved receipt of the funds. Following questions from some Board members regarding statistics included in the CEO report, Sarah suggested including a brief presentation on panel size at a future Board meeting.

9. Governance Committee report: Tom presented the January 10 meeting minutes and noted that the committee has begun the practice of having a member volunteer to share documents on their screen during the meeting so Becky is able to focus on taking notes for minutes. He feels the process is working well and would encourage other committees to consider trying this for online meetings. He shared a summary of the exit interview feedback collated by Jean and listed some of the actions taken to address issues raised (listed in the Governance Committee meeting minutes). In addition, the Governance Committee reviewed results from the recent survey on Board orientation. Tom noted that based on comments from participants, orientation sessions will probably continue to be held virtually, as this is the easiest way for people to access the sessions.

Tom presented two policies revised by the Governance Committee for Board review and approval:

- Policy 6.01.08 Guidelines for the Recruitment of the CEO
- Policy 6.01.18 CEO Succession Plan Core Functions and Emergency Coverage

Both policies were approved by the Board. Tom indicated that policy 6.01.18 will be reviewed annually and recommended adding this to the Board workplan. The Board agreed.

10. Finance Committee report: Kim had to leave the meeting early, so questions regarding the Finance Committee minutes and accompanying materials were deferred to the next meeting.

11. Informational items: Jean directed Board members to the informational items listed in the agenda.

12. Availability for cheque signing: Tom, Jean and Kim are available to sign cheques.

Next meeting: February 28, 2023

- 2:30 p.m.: Program presentation (Therapeutic Riding Program)
- 3:00 p.m.: Board meeting