



## 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

**November 22, 2022**

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

**Staff:** Morgan Hawn, Carol Anne McNeil, Brenda Powers Ross, Sarah Sark, Becky Walker (resource)

**Presenter:** Teri Mullins

**Staff program presentation:** Lanark Early Integration Program (LEIP) – Teri Mullins

1. **Welcome:** Jean welcomed everyone and called the meeting to order. She confirmed quorum and read the land acknowledgement statement.
2. **Approval of agenda:** Approved with minor changes requested by Jean: addition of *Finance Committee report* after *10.0 Governance Committee report*, and moving *6.3 Annual thank-you message to staff from the Board* after *11.0 Alliance Board Liaison report*. The Board approved the changes.
  - 2.1. **Conflict of interest:** None declared.
3. **Approval of minutes:**
  - 3.1. **October 25 2022 Board meeting minutes:** Minutes approved as presented.
4. **Business arising from minutes:**
  - 4.1. **Operational plan review (from October Board workplan):** Sarah and Becky to meet with Jean and review document. To come to the Board in January.
  - 4.2. **Review schedule of required reports for corporate and legal requirements (from October Board workplan):** Sarah indicated that an attestation has been added to the monthly CEO report.

**5. New business:**

- 5.1. **ConnectWell strategic plan launch:** Jean reviewed the work to date. Co-design team has met and a short overview was sent to Board and staff. The team will meet with consultant soon to discuss the collection of data and next steps. Staff and Board will be provided with regular updates as plans are formed.
- 5.2. **Carebridge letter of support:** Sarah presented the letter of support and provided background. Sharon suggested ccing Scott Reid and John Jordan when sending the letter to Carebridge.

**6. Board workplan items for November:**

- 6.1. **Receive and review annual complaints report:** Sarah presented the annual client complaints report. Tom suggested tracking ongoing issues such as wait times and providing the Board with a report if staff determine there is a pattern.
- 6.2. **Review and sign-off for legislative compliance for MCCSS (Respite Services):** No indication from Ministry when compliance review will take place. Staff will keep Board updated.

**7. Report from the Chief Executive Officer:** Sarah presented her report.

**8. Healthier Community Committee report:** Carole presented the October 27 meeting minutes and reported on the work of the committee. A sub-committee is looking at refining the Terms of Reference, which will be presented to the Board for approval in January or February.

**9. Planning and Review Committee report:** Carole presented the November 1 meeting minutes and reported on the work of the committee. A generative discussion about the role of the committee took place at the last meeting. The group also talked about how to best support the Board during strategic planning.

**10. Governance Committee report:** Tom presented the November 8 meeting minutes and reported on the work of the committee. He reminded Board members to submit their feedback on orientation via the LimeSurvey sent out last week.

- 10.1. **Summary of annual Board survey results:** Tom and Jean presented a summary of results from the 2022 Board survey. The issue of governance vs. operations was raised, and it was determined that this topic would be discussed at the next Governance meeting. The Governance Committee will also be looking at revising the survey.
- 10.2. **Summary of October Board meeting survey results:** Tom shared feedback that was included in the October survey results, and the resulting discussion at Governance. A Board member commented that it seemed unnecessary to share documents on screen during meetings, but some Governance Committee members indicated that this was very

helpful for people who did not have the capacity to print materials or pull up items on their devices. A solution was proposed that one member of the committee would be designated to share documents on screen during the meeting so Becky can continue to take notes for minutes. Tom indicated that the Governance Committee would try this option at the January meeting and report back to the Board.

11. **Finance Committee report:** Kim presented a proposal from Amy regarding changing banks and retaining line of credit. The Finance Committee approved the switch at their November 21 meeting, and is recommending the Board also approve.  
**DECISION:** The Board approved switching banks and retaining the line of credit. Kim also presented Policy 3.01.05 Banking Borrowing and Investments, with some minor edits. Stephen made some wording recommendations, which Kim will review with Amy. The policy will be brought back to the Board in January.
12. **Alliance Board Liaison report:** Maddy reported that there is a Liaison meeting on Jan. 18.
13. **Informational items:** Jean presented the informational items. No questions.
14. **In-camera session:** The Board went in camera to discuss a funding update. The Board came out of camera; no Board action required at this time. Sarah will provide further updates as they are available.
15. **Availability for cheque signing:** Kim, Tom, and Jean indicated that they are available to sign cheques this month.
16. **Next meeting: January 24, 2023**
  - 2:30 p.m.: Program presentation (Mental Health Support Project)
  - 3:00 p.m.: Board meeting
17. **Meeting adjournment:** Jean adjourned the meeting at 4:27 p.m.