



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

April 25, 2023

Present: Tom Baumgartner, Bruce Brough, Carole Devine, Nick Dibdin, Jean Dunning, William Enright, Miriam Hunt, Tambræ Knapp, David Moat, Kim O'Connor

Regrets: Stephen Bird, Sharon Mousseau

Staff: Jane Coyle, Leslie Greene, Carol Anne McNeil, Brenda Powers Ross, Sarah Sark, Becky Walker (resource)

Guests: Rick Edwards, Kim Groskleg, Jan Paul-Barr, Katie Peter, Mary Lou Pratt, Lesley Scharf

Staff presentation: Brenda Powers Ross presented on the Quality Improvement Plan.

1. Welcome: Jean welcomed everyone, read the land acknowledgement statement, confirmed quorum, and called the meeting to order at 2:52 p.m. She extended a special welcome to the guests in attendance, who are all standing for nomination to the Board, and asked them to briefly introduce themselves.
2. Approval of agenda: Approved as presented, with two additions by Jean: item 4.1 Appointment of Alliance Liaison; item 5.2 Approval of Sarah as proxy for Alliance AGM. No conflict of interested was declared at this time.
3. Approval of minutes from March 28, 2023: Approved as presented.
4. Business arising from minutes:
 - 4.1. Appointment of Alliance Liaison: Jean confirmed that Bruce has offered to act as Alliance Liaison for next year. He is unable to attend the Alliance AGM and conference; Sarah and Becky will be attending and will report back later.
5. New business
 - 5.1. Annual Meeting notice to membership: Jean presented this document as an information item. Becky confirmed that the notice would be sent to the membership at least 30 days prior to the June 28 Annual Meeting.



- 5.2. Approval of Sarah as proxy vote for Alliance AGM: The Board approved appointing Sarah as proxy for the Alliance AGM. Becky to add Jean's electronic signature to the approval form and submit to the Alliance. The Board will review the resolutions at the May Board meeting and instruct Sarah how to vote.
6. Board workplan items for April:
- Board succession planning: Jean noted that this update would be included in the Nominating Committee report later in the agenda.
 - Request Committee Chairs to submit their annual reports: Jean reminded Board committee chairs to send their Annual Reports to Becky, who asked that the reports be submitted by the end of May.
 - Receive by-laws report from the Governance Committee: Tom confirmed that this was done at a previous Board meeting.
 - Initiate annual Board evaluation survey: A link to the anonymous online annual Board survey is included in the agenda for today's meeting. Becky will also send out a reminder. The individual Board member self-evaluation will be sent out in a few weeks to avoid survey fatigue.
 - Accreditation update: Becky and Jean provided an update. Policy review is completed and work on narrative portions has begun. Jean and William will discuss assigning interview questions to Board members.
 - Strategic planning update: Jean shared news about the Board member strategic planning session which took place on April 17. Board members who attended found the process very helpful and informative. They also appreciated the opportunity to meet in person. All agreed the facilitator did an excellent job. Jean thanked Kara, Sarah, and the administrative staff at Bennett Street for their work to arrange the in-person session.
7. Report from the Chief Executive Officer: Sarah provided an overview of the CEO report. She pointed out a typo in the MSAA panel size narrative; should read "Performing under target." She noted that we are working through an NP retirement and an MD mat leave which is why the panel size is under target.
8. Planning and Review Committee report: Carole reported that the committee has not met recently, having decided to wait until the strategic planning sessions are completed and bring back the results for the committee to review in May.
9. Renfrew County Healthier Communities Committee report: Miriam and Carol reported on the work of the committee. Miriam provided an overview of the Life.School.House project in Renfrew County.
10. Governance Committee report: Tom reported that the committee did not have quorum for the April 11 meeting, so there is no report this month.



11. Nominating Committee report: Jean reported on the work of the committee. She noted there are five openings on the Board, with Bruce standing for election following his appointment after Maddy's departure. This leaves four additional spots. The application process has closed, and interviews will begin shortly. Some community members will be stepping away from committees; Jean asked the group to pass along her contact information if anyone is interested in joining a Board committee.
12. Finance Committee report: William reported on the work of the committee, as Kim was unable to attend the April 17 Finance Committee meeting. The Board received the insurance renewal summary and report on long-term leases and contracts. Prior to the report on long-term leases and contracts being presented, Carole declared a conflict of interest and signed out of the meeting during the discussion. The Board approved the LEIP financial statement. Tom asked if the LEIP statements should be presented along with the audited financial statements at the Annual Meeting; Sarah will follow up with Amy and report back to the Board.
13. Alliance Board Liaison report: No report this month.
14. Informational items: Jean reviewed the informational items and shared details on the Perth and District Community Foundation's Vital Signs report.
15. Availability for cheque signing: Jean, Tom, and Kim are all available.
16. Next meeting: May 23, 2023
 - 2:30 p.m.: Program presentation (Connections)
 - 3.00 p.m.: Board meeting

Jean thanked everyone for attending and adjourned the meeting at 3:58 p.m.