



Board of Directors Meeting Minutes

January 27 Board Meeting at 3p.m.

Respite Presentation at 2:30pm – Sara Cooke, Melanie Ferguson & Leslie Greene

Attendees: Mary Lou Pratt, Wayne Stryde, Michel Vermette, Jean Dunning, Carole Devine, Shari Glenn, Jan Paul- Barr, Lesley Scharf, Gerry Van Loon, Miriam Hunt, Teri Rheaume joined at 3:55pm

Staff: Sarah Sark, **Resource:** Melanie Webber

Regrets: Nick Dibdin, Bruce Brough

1. Welcome:
 - 1.1. Land acknowledgement statement:
 - Wayne Stryde provided a quote from Chief Crowfoot.
 - 1.2. Confirmation of quorum: quorum was confirmed
2. Approval of agenda:
 - The agenda was approved, with the QRS Generative Discussion deferred to the February meeting due to the absence of Nick and Bruce.
 - 2.1. Conflict of interest: No new conflict of interests were declared during the meeting.
3. Approval of minutes:
 - 3.1 Approval of Board minutes from November 25, 2025:
 - Minutes were approved with the amendment to Item #8 to reflect that the November Finance meeting “was rescheduled due to documents not being prepared in a timely fashion”.
4. Business arising
 - Performance working group update
 - Two meetings were held one on December 1 and another on January 19 to begin developing performance metrics across ConnectWell programs. Initial efforts focused on baseline data (budgets, staffing, service hours), with work now shifting toward identifying meaningful performance indicators such as program improvement, client satisfaction, and demand. A further meeting is scheduled for February, with a draft framework to be brought to the Board in February or March.
5. New business
 - 5.1 Annual Meeting, June 23rd in Carleton Place
 - Board members are asked to notify the Chair of any requests for guest speakers or specific presentation topics.
 - 5.2 QRS generative discussion – Deferred to February



6. Board workplan items for January:
 - 6.1 Commence nomination process: Nominating Committee to determine membership needs for upcoming Board
 - 6.2 Nominating committee to distribute skills matrix questions to board members: Nominating committee to distribute questionnaire to members to determine their future intentions regarding membership and role on the Board:
 - A survey will be sent shortly after this meeting for Board members to identify their intentions for next year.
 - The Terms Of Reference will be added to February's meeting for approval.
 - 6.3 Board meeting evaluation
7. Report from the Chief Executive Officer
8. Finance Committee report
 - January 15 Meeting minutes
 - The Finance Committee met last week to review the Q2 financial statements and program budgets. While a small surplus appears, it is primarily a timing issue and not indicative of a larger surplus.
 - The autism program was highlighted as a significant financial risk. Sarah presented a three-part approach: (1) align the program with current funding and system realities over the next two years; (2) develop a more structured fundraising strategy, initially focused on autism but eventually broader; and (3) continue using reserves to support the program in the short term, though the exact financial impact is still to be determined. Future Finance Committee discussions will further clarify reserve use and program adjustments.
9. Governance Committee report
 - 9.1 December 3_2025 Final Meeting minutes
 - 9.2 January 7_2026 Draft Meeting minutes
 - 9.3 Revised Bylaw documents for approval
 - The revised Bylaw documents were approved and will be brought forward at the annual meeting in June
 - revisions with tracked changes
 - revised without tracked changes
 - summary of changes made
 - 9.4 Vice chair terms of reference approval
 - The Terms Of Reference were approved
 - 9.5 Advocacy Committee Update: The governance committee will look at the standing committees overall, with this item added to the workplan for April



10. QRS Committee report

10.1 January 8_2026 Draft Meeting minutes – QRS discussion deferred to February

11. Alliance Liaison report -

11.1 Alliance Board Liaison Role

- The liaison role was approved.

11.2 Alliance membership training modules:

- Membership to the training modules expires on January 31st. The Board will review the option to renew them in the fall. It was also proposed that an Alliance member attend the September meeting.

12. Information items:

12.1 Community Volunteer Income Tax Program

12.2 Community Grant awards

12.3 Rural Transit Feasibility Study

13. In-camera discussion

14. Next meeting: February 24 on TEAMS

- Primary Care presentation 2:30pm
- Board meeting @ 3:00 p.m.

Meeting adjourned at 5:14pm