

Board of Directors Meeting Minutes

May 27, 2025 @ 3:00 p.m.

Virtual meeting (In person – Carleton Place)

Attendance: Tom Baumgartner, Nick Dibdin, Michel Vermette, Miriam Hunt, Bruce Brough, Mary Lou Pratt, Stephen Bird, Lesley Scharf, Jan Paul-Barr, Carole Devine, Wayne Stryde, Gerry Van Loon.

Staff: Sarah Sark, Corrie Stewart (Resource), Tim Moran

Regrets: Jean Dunning

1. **Welcome:** Nick called the meeting to order p.m. And welcomed all present.
 - 1.1 **Land Acknowledgement:** Nick read a land acknowledgement.
 - 1.2 **Confirmation of quorum:** Quorum was confirmed. Nick started the meeting at 3:02 p.m.
2. **Approval of agenda:** Approved as presented.
 - 2.1 **Conflict of Interest:** No conflict of interest was declared at any time.
3. **Approval of minutes:**
 - 3.1 **April 29, 2025, ConnectWell Board meeting minutes:** Consensus to approve. One issue when trying to open the minutes, was the agenda. But the minutes were on SharePoint.
4. **4. Business: Business arising from minutes:**
 - 4.1 **Receive by laws report from Governance Committee:** Deferred to Autumn 2025
5. **New Business:** nothing to report
6. **Board workplan items for May:**
 - **Chair reports on CEO performance appraisal as per policy 6.01.09 (Nick):** Nick indicated to the Board that the Chair had provided the CEO with a review of her performance. And the Board approved to move Sarah up a level to Step 5. 11 responses out of 13 for the questionnaires.

- **Succession Planning: Nominating Committee to receive requests from returning Board members regarding Executive or Committee Chair positions (Lesley):** See Nominating Committee report.
- **Review results of the annual Board evaluation survey presented by the Governance Committee (Sarah):** David suggested that the board consider a follow up Zoom meeting to discuss the evaluation results. Sarah to remind David to send the Board the evaluation. It was recommended for future retreat consideration that David have a longer time for his presentation. Given the topic of his presentation, it may be better to limit the presentation to our board.
- **Board meeting evaluation:** Corrie handed out.
- **Ensure that Governance documents are in place for the Annual Meeting (except audited financial statements):** Question from the Board - Is there a script for the Annual meeting on what everyone is to say? Sarah will connect with Becky to confirm.
- **Schedule joint Board/Finance Committee meeting in June to approve audited financial statements:** Scheduled for June 16 at 3pm
- **Ensure Board stewardship by documenting select indicators/targets contained in a variety of funding agreements:** Date TBD (Stephen to follow up with this)

7. **Report from the Chief Executive Officer:**

7.1 **CEO report:** Sarah reviewed the highlights of her report and answered questions.

8. 7.2 **Progress Strategic Plan priorities and goals:** Added the link for people to view. Tom to talk to this with QRS report.

****BREAK ****

9. **Governance Committee report:**
 - 8.1 **May 7, 2025, meeting minutes:** Stephen reported the highlights from his report. June meeting to have Governance review a survey about the retreat.

10. **Finance Committee Report:**
 - 9.1 **Scheduled meeting for May 29, 2025:** Discussion about the Reserve needs to happen before the Joint Finance/Board meeting. An Executive meeting has been called, June 5 at 3:30 p.m.

11. **Advocacy Committee Report:**
 - 10.1 **May 20, 2025, meeting minutes:** Did not have quorum.
 - 10.2 **Rob Rainer presentation video:** To view.
 - 10.3 **Power Point presentation:** To view.
 - 10.4 **LBIN Statement of Principal:** To view.

12. **QRS Committee report:**
 - 11.1 **May 8, 2025, meeting minutes:** Tom reported on the highlights from his report. Recommendation for the next Chair to put Strategic work Plan excel as a link to each meeting.
 - 11.2 **Generative discussion #2:** Funding sources will be the next Generative Discussion. See Tom's document on SharePoint. PHAC to be added to the list of funders. Operations has a FFS (Fee for Service) Working Group, working on how to generate income to come in, focusing on for profit areas and how we can generate more from it. Tim Moran recommended looking at cost ConnectWell charges, compared to other companies. Sarah shared as regulated health professionals we can not use testimonials as per Ministry of Health. We can explore other ways to promote services on the ConnectWell website, or a video before an event for advertising.

13. **Executive Committee Report:** (No meeting)

14. **Joint Planning Committee:**
 - 13.1 **February 20, 2025, meeting minutes:** The Township has met with the Committee.

Nothing to pass.

13.2 JPC ToR February 2025: .

15. Nominating Committee report

14.1 May 20, 2025, meeting minutes: Minutes are in SharePoint.

14.2 CWCH Board and Committee Succession Chart: Lesley highlighted the main points. It was asked that the Advocacy Committee take a break until the Board can figure out if moving forward is ideal. More discussions are to take place.

16. Alliance Liaison report: Bruce reported that he will get the recording from the Alliance meeting.

17. Informational Items

16.1 Media Coverage from Lanark ([article #1](#))

16.2 Media Coverage from Lanark ([article #2](#))

16.3 Media Coverage from Lanark ([article #3](#))

18. Next Board meeting: Joint Planning meeting June 16, 2025, at 3:00 p.m. Annual Meeting June 24, 2025 @ 3:00 p.m. in Cobden (Legion – 43A Main Street. Cobden)

19. Meeting Adjourned: 5:01 p.m.