



**Board of Directors
Meeting Minutes**

October 28 at 3p.m.

Parish Hall - 27 Crawford Street, Cobden

Attendees: Mary Lou Pratt, Wayne Stryde, Michel Vermette, Jean Dunning, Bruce Brough, Carole Devine, Nick Dibdin, Miriam Hunt, Jan Paul- Barr, Teri Rheume, Lesley Scharf, Gerry Van Loon

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

Regrets: Shari Glenn

1. **Welcome:** Mary Lou called the meeting to order at 3:08 p.m. and formally welcomed all those present.
 - 1.1. Land acknowledgement statement: Jean Dunning delivered a land acknowledgment.
 - 1.2. Confirmation of quorum: Quorum was confirmed
2. Approval of agenda: Agenda was approved with the addition of "Advocacy Committee"
 - 2.1 Conflict of interest- Gerry identified a possible conflict of interest concerning the Autism agenda item and asked the Board to determine whether it met the criteria for a conflict. The Board voted and concluded that it does. (As per Policy 6.01.06, Gerry will abstain from participating in both the discussion and decision-making when this topic is under review).
3. **Approval of minutes:**
 - 3.1. Approval of Board minutes from September 23, 2025
The minutes were approved with an amendment to item #7, which will now read: "An overview of the report's primary themes and strategic considerations was presented."
4. **Business arising from minutes:** no follow-up items from previous meeting
5. **New Business**
 - 5.1 **Performance measurement Working Group** -Michel Vermette
Michel will engage with Board members to form a working group tasked with developing performance metrics to support the effective evaluation of ConnectWell's organizational outcomes.
6. **Board workplan items for October:**
 - 6.1 **Board meeting evaluation** (electronic or printed version available) – Complete by Nov.14th



6.2 **CEO attestation of confirmation to legislative requirements for the organization**

Sarah shared all the legislative requirements that the organization follows with the new changes highlighted in yellow.

6.3 **Establish annual Board workplan** : The following items were added to the workplan

- Nominating committee to distribute skills matrix questions to board members. (November)
- Nominating committee to distribute questionnaire to members to determine their future intentions regarding membership and role on the Board. (January)

6.4 **Review of operational workplan and strategic plan summary report**

Sarah shared the operational workplan, noting that it provides a high-level overview of the individual departmental workplans. Jean suggested that the newly formed Performance Measurement Working Group use this document as a starting point for their work.

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

Sarah provided an overview from the CEO report with some added clarity on the model of how funding dollars work, she also noted that Connectwell can apply for Capital start up grants up to 100k.

**** BREAK ****

8. **Finance Committee report**

- 8.1 October 20 Draft Meeting minutes : Michel provided highlights from the Finance Committee meeting. "Autism program" will be on the agenda at the next meeting

9. **Governance Committee report**

- 9.1 September 3rd Approved Meeting minutes :
- 9.2 October 1st Draft Meeting minutes: no new information was brought forward

10. **QRS Committee report**

- 10.1 September 25th Draft Meeting minutes
- 10.2 Generative Discussion presentation
- 10.3 Risk Assessment: It was noted that the risk assessment is regularly updated. During the discussion, additional areas of concern were identified, specifically related to "The Board" and "HR." These topics were acknowledged as potential risks that may warrant inclusion in future iterations of the risk assessment.



11. Alliance Liaison report-nothing noted to report

12. Advocacy Committee: Deferred to the November meeting

13. Information items:

13.1 Connections feedback from wellness event at Canopy Growth in Smiths Falls

13.2 Ontario Connecting More People to Primary Care

13.3 Radiothon for Local Healthcare

13.4 CVITP certificate of appreciation

13.5 Sarah was invited to Queens Park on Thursday October 30th to promote community-based health.

14. Next meeting: November 25th Carleton place (30 Bennett Street) playroom

15. Meeting Adjourned: 5:07 p.m.