



Meeting of the Board of Directors
Minutes

Date: Jan 16, 2024

Time: 7:00 pm

Location: Bender House Community Room and Zoom

Present:		Lisa Taylor	☎	Brenda Kinnear		Jay McFarlan
	☎	Elizabeth Kruspe	☎	Jamie Pereira		Willy Van Klooster (staff)
			☎	Robin Wark		
Regrets		Eugene Dufour		Hali Adair		
		Hayley Morgan				

VISION
Huron Hospice will be a rural Centre of Excellence in Palliative Care

MISSION
To provide quality hospice palliative care in our rural communities

	Topic or Subject	Highlights/Discussion	Outcome
	Conflict of Interest	None indicated	
1.0	Welcome, Opening Comments		Lisa opened the meeting by thanking Directors for their time and reminding them to log volunteer hours, and let her know in advance of planned absences from regular board meetings.
2.0	Removal of items from Consent agenda		None indicated.
3.0	Approval of Agenda		Motion to approve agenda by Brenda. Seconded by Jamie. Carried.

4.0	Approval of Consent Agenda	4.1 Minutes of Dec 19 Board meeting 4.2 Committee Reports 4.3 Executive Director Report 4.4 Financial Statements Summary	Motion to approve consent agenda by Brenda. Seconded by Liz. Carried.
5.0	Huron Perth & Area Ontario Health Team update	There were no updates, as the OHT meets every-other-month.	
6.0	Christopher Walker, Manager of Fund Development (intro to the board)	Christopher told the board about his history and career that led him to Huron Hospice, and highlighted some of the recent successes in raising operating funds.	Q&A from Directors, and how we can better support his role: by having Directors present at fundraising events, and bring a friend!
7.0	New Strategic Plan	Verbal report from Lisa	Ryan Erb can commit minimum 2 hours towards planning. Special board meeting in March, date TBA.
8.0	Q3 Reports	8.1 Revenue & Expense – Willy predicts a shortfall in funds for operations by fiscal year end (March 31). 8.2 Balance Sheet – will be emailed to directors in a couple days when final numbers from HPHA are included for December payroll. 8.3 Operating Plan – Nearly complete. Accomplished 79% of objectives. 8.4 Risk Management Plan	Motion by Liz to move \$150,000 from operating reserves fund to cover predicted shortfall. Seconded by Robin. Carried. Motion to accept Operating Plan by Brenda. Seconded by Robin. Carried. Motion to accept Risk Management Plan by Robin. Seconded by Liz. Carried.

		<p>8.5 Ministry Key Performance Indicators – we are seeing increased admissions from communities where we have educated partner organizations (Goderich residents make up 39% of admissions). Discussions ongoing with healthcare workers in other neighbouring communities to increase admissions.</p> <p>8.6 Aiming Higher Action Plan</p>	
9.0	Employment Equity Audit	<p>Willy gave an overview of the consultant’s findings, and asked for director input on report recommendations. Overall, organization policies are in good standing.</p>	<p>Directors agreed that there are many good recommendations, and will reflect and implement on several of these policy changes as time allows.</p>
10.0	Cyber Insurance	<p>Willy presented the case for adopting a cyber insurance policy, and outlined current cyber risks.</p>	<p>The board agreed that cyber insurance is a good idea. Expense is within the limits of ED and board approval not required.</p>
11.0	Capital Expansion Update	<p>The previously reported shortfall of \$300,000 is now \$5000 thanks to several capital gifts over the last month, and creative design changes from architect.</p> <p>MPP Lisa Thompson has been in conversation with Ministry regarding operating funds of 6-beds at Bender House but has no updates yet.</p>	

12.0	Upcoming Events	March 16 – Hockey Heroes (Clinton Arena) April 6 – Candlelight Walk May 26 – Hike for Hospice June 9 – Pet Memorial Walk Sept 21 – No Place Like Home Sept 25 – Annual Celebration Oct 20 – Memorial Forest Event	
13.0	Adjourn		Motion to adjourn by Brenda.
14.0	In-Camera Session	HR matter	