



**Meeting of the Board of Directors
Minutes**

Date: September 19, 2023

Time: 7:00 pm

Location: Huron Hospice Community Meeting Room & Zoom

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| Present: | Jay McFarlan | Jasmine Clark | Robin Wark |
| | Elizabeth Kruspe | Kevin Kale | Lisa Taylor |
| | Jamie Pereira | Brenda Kinnear | Willy Van Klooster (staff) |
| Regrets | Hayley Morgan | Hali Adair | |
| | | Jenn McMillan | |

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| <p>VISION Huron Hospice will be a rural Centre of Excellence in Palliative Care</p> |
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| <p>MISSION To provide quality hospice palliative care in our rural communities</p> |
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| | Topic or Subject | Highlights/Discussion | Outcome |
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| | Conflict of Interest | None indicated | |
| 1.0 | Welcome, Opening Comments | This is Jay's last meeting as chair. He thanked everyone for all their support over the years. | |
| 2.0 | Removal of items from Consent agenda | Nil | |
| 3.0 | Approval of Agenda | | Motion to approve the agenda by Brenda. Seconded by Kevin. Carried. |
| 4.0 | Approval of Consent Agenda | 4.1 Minutes of Aug 15 Board meeting – Page 3 4.2 Committee Reports –N/A | Motion to approve the consent agenda by Lisa. Seconded by Robin. Carried. |

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| | | 4.3 Executive Director Report – Page 6 4.4 Financial Statements Summary - Page 14 | |
| 5.0 | Business Arising from the Minutes | 7.0 Generative Discussion 10-2 Ad Hoc Committee reviewing board policies – included in board package. | Jay will send out with Sept. Generative discussion. For review. |
| 6.0 | Huron Perth Ontario Health Team Update | Attached as part of package – Page 16 | No further update. |
| 7.0 | Generative Discussion | What are the major challenges we will face over the next year? | Jay will summarize for next meeting. |
| 8.0 | Board Ad Hoc Committee Report Following Review of Board Policies (Manual D) | Included as part of package | Some updates will be coming. Policies will be reviewed and adopted at the next board meeting. |
| 9.0 | Financial Statements to August 31/23 | Sent separately. \$280,000 in funding was not received until Sept. \$268,000 estate gift designated for capital was received. Fundraising targets have been reduced as a result of extra funding. | Motion to approve the financial statements as presented by Brenda. Seconded by Lisa. Carried. |
| 10.0 | GIC Renewal | Page 17 GIC is up for renewal on Sept. 24. There was discussion regarding whether to renew or not. | Motion to renew the GIC for 90 days by Kevin. Seconded by Jasmine. Carried. |
| 11.0 | Draft Audited Financial Statements (Apr 1/22 – Mar 31/23) | Sent separately Statements were presented by Liz. Only change from previous draft was the \$60,000 moved from the administration fund to the operating reserve. | Motion to accept the financial statements in principle as presented by Robin. Seconded by Brenda. Carried. The draft statements will be distributed to members before the AGM. |

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| 12.0 | Capital Expansion Update | Page 19 of package. Still waiting for final approval from the Ministry on the contract bid. Letter from the board to Director Olmstead requesting funding for 2 extra beds has been received by her. | |
| 13.0 | Staff Compensation | Page 21 of package There was much discussion on the issues of recruitment and retention as well as compensation. More information is required before a decision can be made. An Ad Hoc Committee to be struck to study the issues. | Motion to strike an Ad Hoc Committee and bring a recommendation back to the board in Oct. by Brenda. Seconded by Robin. Carried. Committee members are Robin, Brenda, Jamie and Lisa. |
| 14.0 | Proposed Board Leadership Committee 2023-2024 | New leadership roles Chair – Lisa Taylor Vice Chair – Robin Wark Treasurer – Elizabeth Kruspe Secretary - Vacant | Motion to appoint Elizabeth Kruspe, Lisa Taylor, and Robin Wark as new signing officers. Amendment to motion to remove Jay McFarlan and Kevin Kale as signing officers by Brenda. Seconded by Jasmine. Carried. |
| 15.0 | AGM & Annual Celebration | Page 34 of package | |
| 16.0 | Upcoming Events | Sept 21, 22 - Feng Shui Workshop Sept 23 – No Place Like Home Sept 27 – Annual Celebration & AGM Oct 15 – Memorial Forest Celebration | |
| 17.0 | Adjourn | Next board meeting – Oct. 17, 2023 in the Community Meeting Room | Motion to adjourn at 8:20 PM by Robin. |
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