

**North Lambton Community Health Centre
Annual General Meeting
Tuesday, June 18, 2019
5:00 PM
Crozier Hall – Forest Site**

Present: 12 members of the North Lambton Community Health Centre (general membership) in attendance.

2018-2019 Board Members Present: Stewart Burberry, Carol Columbus, Bill Davidson, Jean Dorey, Jane Joris, Nicci McCann, Carrie McEachran, Gus Mumby, Mac Redmond, Ann Tuplin

Regrets: Marja George, Lori Veroude

Recorder: Laurie Minielly

1. Welcome and Introduction

Mac Redmond called the meeting to order at 5:00 PM and welcomed all those in attendance to the 24th Annual General Meeting. Mac paid tribute to the territorial acknowledgement. Mac noted the biggest change in the coming year will be the establishment of Ontario Health Teams. Quorum was met according to the by-law.

2. Approval of Minutes

Approval of Minutes from the Annual General Meeting held June 28, 2018.

MOVED by Gus Mumby seconded by Bill Davidson that the membership adopts the minutes as presented. **CARRIED.**

3. Review of Audited Financial Statements

Gus Mumby, Secretary/Treasurer reviewed the audited financial statements for the year ended March 31, 2019. Gus noted that Deloitte has been our auditor for 5 years. Gus thanked Kathy, Robin and Karen for their time and co-operation in providing information to Deloitte. He noted that a copy of the financial statements is available on the Centre's website, or by contacting the offices of either the Executive Director or the Finance Team Lead.

MOVED by Gus Mumby seconded by Stewart Burberry that the members adopt the 2018-19 Audited Financial Statement as presented. **CARRIED.**

MOVED by Gus Mumby seconded by Bill Davidson that the membership appoints the firm of Deloitte as the audit firm for the North Lambton CHC financial statements for the 2019/2020 fiscal year, with an annual fee as negotiated by the Board of Directors. **CARRIED.**

4. Committee Reports

4.1 Executive Committee Report

Mac Redmond noted the report covers a brief summary that the Committee completed during the past year. The Executive Committee responsibilities are limited as most of their duties have been moved to the Governance Committee.

MOVED by Mac Redmond seconded by Carol Columbus that the Executive Committee report be adopted as presented. **CARRIED.**

4.2 Governance Committee Report

Bill presented the Governance Committee Report. He noted some of their accomplishments through the year including a review of the M-SAA, completing a review of by-law #1.

MOVED by Bill Davidson seconded by Jean Dorey that the Governance Committee report be adopted as presented. **CARRIED.**

4.3 Quality Performance Committee Report

Stewart reviewed the accomplishments of the Quality Performance Committee over the past year. He noted that the Committee has fun at their meetings, and they are always interesting. He said we have staff coming in to give updates on the programs, noting that we have 66 programs at 45 different sites led by approximately 120 volunteers.

MOVED by Stewart Burberry seconded by Jean Dorey that the Quality Performance Committee report be adopted as presented. **CARRIED.**

4.4 Resources Committee Report

Gus reviewed the accomplishments of the Resources Committee, noting that they adopted a new process for reviewing quarterly financial statements. He noted this Committee, too, had a good time. Gus thanked the committee members for their involvement.

MOVED by Gus Mumby seconded by Carrie McEachran that the Resources Committee report be adopted as presented. **CARRIED.**

5. Proposed Changes to the By-law

Mac noted that one of the responsibilities of the Board each year is to review By-law #1. Because it is reviewed each year, most of the items are changing because of wordsmithing.

Mac highlighted the suggested changes of the by-law this year:

- Election of Directors shall be held by show of hands, unless election by ballot is requested
- Changing the term of Secretary / Treasurer to two years
- Duties of Vice President to include chairing Governance Committee meetings
- Delete the transferability of memberships

- Deleting the time limit of proxies.
- Any issues to be dealt with at a membership meeting can be dealt with at a subsequent meeting

MOVED by Jane Joris seconded by Gus Mumby that By-law #1 of the Corporation be amended as listed. **CARRIED.**

6. Ratification of the Actions of the Board of Directors

Mac noted this is an annual motion that covers the Directors for the business transacted since the June 28, 2018 Annual General Meeting.

MOVED by Bill Davidson seconded by Stewart Burberry that the resolution ratifying the Board of Directors' actions be adopted. **CARRIED.**

7. Nominating Committee Report

Mac noted that there were four members whose terms were ending this year; however, they are standing for re-election. Those members are: Stewart Burberry, Nicci McCann, Carrie McEachran, Gus Mumby.

Stewart Burberry. Stewart was Recreation Director for Elgin County Long Term Care Homes. He was in charge of activities for three homes. He would like to be on the Board for another 3 years.

Nicci McCann. Nicci lives in Forest and is married with 4 kids. She has worked in Development Services for 36 years. It's interesting learning about another sector and noted that her organization has partnered with the Health Promotion programs before.

Carrie McEachran. Carrie lives in Mooretown and is Executive Director of Rebound. She has always been involved with youth. She is looking forward to another 3 years on the Board and learning more.

Gus Mumby. Gus is completing 6 years on the Board tonight. He was a Client Services Manager with BDO. He retired in 2012. Gus noted all that he has learned since being on the board: Social Determinants of Health, Health Equity, Truth and Reconciliation. The next few years are going to be interesting with the implementation of Ontario Health Teams.

Mac called three times for nominations from the floor for the Board. There were no nominations received from the floor.

MOVED by Jean Dorey seconded by Bill Davidson that nominations be closed. **CARRIED.**

By acclamation, Mac welcomed Stewart Burberry, Nicci McCann, Carrie McEachran, and Gus Mumby to the Board for a three-year term.

8. Presentations

Long Term Staff Recognition

Kathy said she would do something different this year. She called on Kathy George and Wendy McKay, both long term Nurse Practitioners with the Centre. If these two were at the beach, Kathy would be skipping stones and watching the sunset. Wendy would be racing out around a buoy and passing the pace boat. Both ladies are extremely intelligent and work at their maximum scope of practice. They are both kind and out of the box thinkers to utilize all resources possible to care for our clients. They have spent the majority of their careers defining the Nurse Practitioner Role for others to model.

Kathy congratulated Kathy George on 20 years of service and Wendy McKay on 10 years of service.

Kathy called on Lisa Ash. Lisa is a Registered Nurse and Primary Care Team Leader who manages the Forest, Kettle Point, and Watford sites. I'm sure you've heard the term "herding cats", well, here at the Centre we have some pretty smart cats and Lisa is someone who works together with the clinical team to come up with the best solutions for our clients. Lisa is a great client advocate who ensures that all of their medical and social issues are considered. Being a front-line nurse in this role has provided her with the benefit of understanding the workflow and being able to make improvements in this area.

Kathy congratulated Lisa Ash on 20 years of service.

5-year awards

Karen Caughy. Karen is the Bookkeeper working at our Forest site. With Karen, everything is beyond organized. I know this is a trait of most bookkeepers, but with Karen, I feel it is a little over the edge at times. Papers and cheques are all in folders and the office area is neat. It's like working with Alex Trebek from Jeopardy. When she comes in my office, I find myself phrasing my answers to increase her efficiency, like: What should be coded to office supplies? And hope I get it right!

Trudy McGregor. Not only does Trudy make a great first impression at the reception window, but she also holds another role – as celebrity mother for an Olympic Hockey player which gives her more skills when the clinical area may need a bit of tuning up. I think I heard her tell one of the nurses to get back into the penalty box which I think was the lab, also she keeps a mean time clock in reception to keep schedule moving.

Natalia Koldewey. Natalia is a physician at our Forest and Kettle Point sites. She is a lovely addition to our team. She is an excellent team player and brings great experience from her career, particularly in the North.

Kathy thanked our wonderful volunteers, 120 in total, and our Board members are included in that total.

Kathy introduced the team leaders and thanked them for their help with running the different sites. Kathy noted that next year will be our 25th Anniversary and it will be very exciting!

9. Other Business Arising

There were no other items for business arising.

Mac invited everyone to stay for refreshments and reminded the Board to meet for a short organizational meeting in the Resource Room.

10. Date of Next Board Meeting:

The next Board meeting is Tuesday, August 27, 2019 at 5:30 PM in Forest.

11. Adjournment

MOVED by Jean Dorey to adjourn at 5:50 PM.

Mac Redmond, Chair

Laurie Minielly, Recorder