

**North Lambton Community Health Centre
Annual General Meeting
Tuesday, June 23, 2022 at 5:00 PM
Crozier Hall, Forest**

Present: 14 members of the North Lambton Community Health Centre (general membership) in attendance.

2021-2022 Board Members Present: Stewart Burberry, Todd Case, Khalida Finley, Marja George, Krista McCann, Mac Redmond, Ann Tuplin

Regrets: Jackie Hickey, Christine Murphy, Deirdre Shipley

Recorder: Laurie Minielly

1. Welcome and Introduction

Krista McCann called the meeting to order at 5:00 PM and welcomed all those in attendance. In keeping with By-law #1, the notice of the AGM was advertised two weeks prior to the meeting, along with a mailing to the members five business days prior to the meeting.

Quorum was met according to the by-law.

A PowerPoint presentation was shown with a review of the past year.

2. Approval of Minutes

Approval of Minutes from the Annual General Meeting held June 22, 2021.

MOVED by Stewart Burberry seconded by Anne Tuplin that the membership adopts the minutes as presented. **CARRIED.**

3. Review of Audited Financial Statements

Ann Tuplin, Secretary/Treasurer reviewed the audited financial statements for the year ended March 31, 2022. Ann thanked Kathy, Robin and Karen for their time and co-operation in providing information to MNP. She noted that a copy of the financial statements is available by contacting the offices of either the Executive Director or the Finance Team Lead.

MOVED by Ann Tuplin seconded by Mac Redmond that the members adopt the 2021-22 Audited Financial Statement as presented. **CARRIED.**

MOVED by Ann Tuplin seconded by Todd Case that the membership appoints the firm of MNP as the audit firm for the North Lambton CHC financial statements for the 2022-2023 fiscal year, with an annual fee as negotiated by the Board of Directors. **CARRIED.**

4. Committee Reports

4.1 Executive Committee Report

Krista reviewed the accomplishments of the Executive Committee which includes the annual performance review of the Executive Director.

MOVED by Krista McCann seconded by Todd Case that the Executive Committee report be adopted as presented. **CARRIED.**

4.2 Governance Committee Report

Mac presented the Governance Committee Report. He noted some of their accomplishments through the year included developing a Board Education Plan and planning the Board calendar.

MOVED by Mac Redmond seconded by Stewart Burberry that the Governance Committee report be adopted as presented. **CARRIED.**

4.3 Quality Performance Committee Report

Krista reviewed the accomplishments of the Quality Performance Committee over the past year.

MOVED by Ann Tuplin seconded by Sheri Henderson that the Quality Performance Committee report be adopted as presented. **CARRIED.**

4.4 Resources Committee Report

Krista reviewed the accomplishments of the Resources Committee,

MOVED by Krista McCann seconded by Khalida Finley that the Resources Committee report be adopted as presented. **CARRIED.**

5. Proposed Changes to the By-law

Krista noted that one of the responsibilities of the Board each year is to review By-law #1. This year, the following changes are suggested.

Section 4 – Board of Directors

4.14 Quorum. A quorum shall consist of a majority of the appointed and elected Board members.

Article 4.14 was amended to clarify that quorum shall consist of a majority of the appointed and elected Board members.

Section Six – Officers of the Corporation

6.11 Remuneration of Officers.

The employment and remuneration of an Officer who is not a Member of the Board will be determined by the Board of Directors.

Paragraph is deleted as it is not applicable.

Section Nine – Meetings of the Members

9.01 Annual General Meeting (AGM). Second sentence: Notice of the time and location of the Corporation's Annual General Meeting shall be published in the local newspapers and our social media for two consecutive weeks preceding the meeting.

"And our social media" was added to other forums where information is posted.

MOVED by Todd Case seconded by Stewart Burberry that By-law #1 of the Corporation be accepted as presented. **CARRIED**.

6. Ratification of the Actions of the Board of Directors

Krista noted this is an annual motion that covers the Directors for the business transacted since the June 22, 2021, Annual General Meeting.

MOVED by Sheri Henderson seconded by Marja George that the resolution ratifying the Board of Directors' actions be adopted. **CARRIED**.

7. Nominating Committee Report

Krista said that there were three members whose terms were ending this year. Those members are Stewart Burberry, Krista McCann, and Christine Murphy. Todd Case is resigning his position on the Board. Krista thanked Christine and Todd for their contributions to the Board. Stewart and Krista are both standing for re-election. Sheri Henderson, Larry Killens, and Paul McDonald are also candidates for the Board.

Krista also recognized three long-term Board members who have left the Board, but because of the pandemic, were not formally recognized: Jean Dorey, Jane Joris, and Bill Davidson. Sadly, Bill passed away this week.

MOVED by Mac Redmond seconded by Stewart Burberry to open nominations from the floor. **CARRIED**.

Krista called three times for nominations from the floor for the Board.

MOVED by Krista McCann seconded by Stewart Burberry that nominations be closed. **CARRIED**.

MOVED by Todd Case seconded by Marja George that the slate of candidates be accepted by the membership. **CARRIED.**

The candidates provided a brief biography.

Stewart Burberry has been on the Board for six years. Previously, he was a Recreation Director in long-term care. He enjoys the Board and learning as he goes along.

Sheri Henderson is currently a teacher and lives in the Watford area. She joined the Board two years ago as a volunteer and is also currently a client of the Centre.

Larry Killens is a retired OPP officer. He has worked with youth at risk and is also a client of the Centre.

Paul McDonald is from the Camlachie area. He spoke about his values including trust, honesty, and collaborative leadership. He subscribes to the Ubuntu philosophy: *I am because we are*. He is looking for an opportunity to pay it forward and would be honoured to serve on the Board.

Krista McCann has been on the Board for six years. She currently works with Lambton Community Developmental Services and was raised with the values of giving back to your community.

The scrutineers were introduced and distributed ballots to those eligible to vote. Mac Redmond thanked everyone who put their names forward and announced the results of the election. He noted 16 ballots were cast and welcomed to the Board Stewart Burberry, Sheri Henderson, Larry Killens, Krista McCann.

MOVED by Todd Case seconded by Marja George that the ballots be destroyed. **CARRIED.**

8. Presentations

Kathy introduced Doug George, Health Director at Kettle and Stony Point First Nation. Kathy thanked the Team Leaders (Robin Page, Konnie Maxfield, Leah Willemse, Bel Jamieson, Lisa Ash, and Belinda Belle) for all their support and the work they do in helping to run the sites, especially during the pandemic. She also recognized the determination and achievements of all staff during the second full year of COVID and thanked them for their enormous efforts and sacrifices made by themselves and families as we ensure the care of the clients and community.

Long Term Staff Recognition

5-year awards

Alyssa Favret is a Certified Diabetes Educator and RN in the Diabetes Program at North and West. She has attention to detail that is unmatched. Alyssa has a thorough knowledge of the Diabetes guidelines and can translate the information with ease to clients and colleagues. Alyssa also has a great décor style. She has the indoor plant placement just right on Zoom calls. We just hope HGTV doesn't steal her from us!

Lorie Harper is a Certified Respiratory Educator and RN with the Pulmonary Rehab program. Lorie puts care and compassion above all else. She has a genuine interest in the lives of her clients and co-workers. Lorie is a skilled nurse and works well with all her team members at the Rehab site.

Amanda Hermsen is a Nurse Practitioner in our Heart Failure Program. Amanda cares for her patients with a great deal of attention. Amanda leaves no stone unturned to ensure her patients are well-managed. Amanda is a great fit with the Rehab team and will be missed on her maternity leave starting this August.

Meghan Flett is a Receptionist at the Forest site. We can count on Meghan to not only provide excellent front line interactions but also to help wherever needed in the organization without a minute of hesitation. Meghan is very kind to clients and helps identify and break down barriers for clients.

Michelle Wylie is a Nurse Practitioner that works at both our Forest and Watford sites. Michelle works independently to provide comprehensive wholistic care. She also develops a great rapport with her clients.

Annette Baptista is a Nurse Practitioner at the West Lambton site. She is an advocate to work with other team members to ensure her clients receive all the necessary supports to help break down some of their barriers to care. Annette has the best interests of her clients and other team members at heart.

10 Year Awards

Jennie DeSantis is a Certified Diabetes Educator with the Diabetes Program at West. Jennie provides foot care to clients who have no other options – she loves to see results and her clients appreciate her work! Jennie has also worked hard to build relationships with Aamjiwnaang. Jennie's ability to sneak in diabetes education during her cooking programs without people even knowing it!

Katelyn Black is our scheduler for all sites. Katelyn also manages our sick call phone system, as well as being our vacation co-ordinator. She is up at the crack of dawn ensuring all sites are adequately staffed for the day. She is our version of an air traffic controller, and she also loves cats!

Amy Dinell is a Community Health Worker situated at our West Lambton site, serving the western side of Sarnia-Lambton. Amy co-ordinates our health promotion programs and was instrumental during COVID to assist with the transition from in-person to Zoom programming. Amy is super friendly, and her demeanor draws people in to become volunteers and join our organization.

15 Year Awards

Janet Wilpstra is a Certified Diabetes Education, Registered Nurse and one of our most senior staff on the Diabetes team. Janet's empathy and commitment to equitable care has motivated her to establish several outreach locations and partnerships. Janet is a respected educator in the Kettle Point and Watford communities.

Carol Adams is a Physiotherapist who provides physiotherapy services to our clients who do not have benefits. Our physio office is located at our Kettle Point site. Carol as well has transitioned to Zoom services during COVID to ensure clients could still access care. Carol is always in demand, but ensure she takes time with each client to work with them on regaining their health.

Brenda VanEngelen is a Receptionist for our Chronic Obstructive Pulmonary Disease Team, also our Ultrasound Services, and Methadone Services. She also covers Forest Reception area when needed. So, you never know where, or when, you are going to see Brenda, and if you happen to visit multiple services, you may see her twice in one day!

Glenn Ethridge is a Social Worker at the West Lambton site. Glenn, as well as providing individual and group counselling for our clients, has been a long-standing member of our Occupational Health and Safety Team. Glenn is a great client advocate, as well as a support for staff with difficult clients. He is also the father of a Country and western star son and daughter-in-law, so if you need tickets, Glenn will be able to hook you up!

Sonja Burgel is a Physician at the Forest and Kettle Point sites. Sonja has provided excellent care for our clients over the years. Sonja has also provided leadership in the areas of quality improvement in our organization, providing input into many of our initiative designs. Sonja also provided support to the clinical team in chairing the weekly meetings, Mac Module learning modules and mentorship in a liaison position with management to support clinical team members.

Vandy Bhargava is a Physician at our West Lambton site. Vandana has a real expertise in senior populations which has been a benefit to our clients. She has also led the way in Sarnia-Lambton by implementing the first memory team clinic in our area. She is a considerate and kind person towards her clients and team members. She has too many skills to name at this meeting, but a few would be dancing, food creations, sewing, etc.

Leah Willemse is our Chronic Disease and Quality Improvement Team Lead. Leah is a member of our small but mighty management team. She manages the Diabetes, COPD, Heart Failure and Rehab group as well as the Housing connectors. She also leads our quality initiatives, leading us to greater efficiencies and improved workflows. She is great with presentation and participates in the Sarnia Lambton Ontario Health Team meetings to help design the future state of our Sarnia-Lambton health system.

20 Year Award

Kerry Kingdon is a Receptionist at the Forest site. Kerry anchors our Admin team with her reception experience and client base knowledge. Kerry is very efficient and ensures all the required information is up to date and followed appropriately. She ensures a seamless experience for clients by working with the nursing and clinical staff. Kerry is a very dedicated team member and contributes every day to ensure a great first impression of our organization.

9. Other Business Arising

There were no other items for business arising.

Krista thanked everyone for attending and reminded the Board to stay for a short organizational meeting.

10. Date of Next Board Meeting:

The next Board meeting is Tuesday, August 23, 2022, at 5:30 PM in Forest.

11. Adjournment

MOVED by Gavin Hall to adjourn at 5:50 PM.



Krista McCann, Chair



Laurie Minielly, Recorder