



**Minutes of Board of Directors Meeting
May 25, 2022, 5:00 – 8:00 pm
CMHA Office, 1024 2nd Ave. East, Owen Sound**

PRESENT: **Board Members:** Paul Biggin, Susan Boron, Chelsea Bullock, Lindsey Glazier, Holly Goodings, Lynda Legge, Ejaye McComb, Yvonne McCutcheon (virtual), Sean McMurray (Chair), Allan Pearson

Staff Members: Dave Evans, Clark MacFarlane, Brenda O’Neill (recorder)

REGRETS: Jennifer Akitt, Ginelle MacDougall

GUESTS: Bob Wiele and Mandy St. Germaine, One Smart World

1.0 WELCOME AND LAND ACKNOWLEDGEMENT

The meeting was called to order at 5:05 pm. Quorum achieved. All were welcomed to the call and the Chair opened the meeting with the Mission, Values and Vision and land acknowledgement.

2.0 APPOINTMENT OF NEW DIRECTORS

MOVED BY: Susan Boron

SECONDED BY: Paul Biggin

BE IT RESOLVED THAT based on the recommendation of the Nominating Committee, pursuant to its authority under section 7.6 of the By-laws, the Board hereby appoints Chelsea Bullock and Allan Pearson as Directors of the Corporation, to serve until the next annual general meeting.

CARRIED

3.0 CONFLICT OF INTEREST DECLARATIONS

The Chair asked that any conflicts of interest be declared. None noted.

4.0 APPROVAL OF AGENDA

MOVED BY: Ejaye McComb

SECONDED BY: Susan Boron

BE IT RESOLVED THAT the revised agenda for the Board meeting of May 25, 2022 be approved.

CARRIED

5.0 CONSENT AGENDA

MOVED BY: Lynda Legge

SECONDED BY: Ejaye McComb

BE IT RESOLVED THAT the consent agenda consisting of the April 27, 2022 Board minutes and meeting feedback be accepted as presented.

CARRIED

6.0 UPDATE ON ACTION ITEMS

#1 – in progress

#2 – paused until fundraising coordinator position is hired

7.0 DINNER

8.0 ONE SMART WORLD/4D-I PRESENTATION

9.0 FINANCE

Jennifer Akitt, Finance Chair has resigned her board position due to a move to Calgary. Holly Goodings will Chair this committee for a period of time. A meeting was held May 25 and a report was provided to the Board.

9.1 Committee Report

Draft year end statements are complete and finance have completed preparations for audit. Baker Tilly audit postponed until May 30-31.

Allan Pearson was introduced as a new finance committee member. Holly will continue as Acting Chair for the summer with a transition to Allan by September. Allan requested a look back at previous fiscal years to help identify trends. Finance Manager committed to providing back to 2021 however given the complexities of the amalgamation it would be difficult to gather prior to 2021.

Allan queried why training shows as underspent. Explained that Covid impacted not only the ability to attend training but virtual training is often less costly. A focus on spending about 1% of operating budget is CEO's target.

9.1.1 Annual T3010/Registered Charity Return – Has been filed.

9.2 Financial Statements

MOVED BY: Ejaye McComb

SECONDED BY: Lindsey Glazier

BE IT RESOLVED THAT the May 2022 report of the Finance Committee be accepted as presented.

CARRIED

(7:45 Dave Evans departed)

10.0 GOVERNANCE COMMITTEE

Chair Susan Boron provided a report of the May 16 meeting. Chelsea Bullock and Allan Pearson were welcomed to the CMHA board. May Ip has tendered her resignation as of May 24, 2022. The succession planning chart has been updated. A Board retreat with an educational component is being planned for the Fall.

MOVED BY: Lindsey Glazier

SECONDED BY: Lynda Legge

BE IT RESOLVED THAT the May 2022 report of the Governance Committee be accepted as presented.

CARRIED

11.0 QUALITY COMMITTEE

A meeting was held May 17 and Chair Lynda Legge provided a report. Quality aims were reviewed with good progress being made in all areas. A governance action from accreditation requires further development but is being addressed.

A letter from the Board will be sent to thank CMHA staff for their work addressing needs of the recent fire at The Forum in Hanover. Lynda Legge will draft letter and provide to the office to forward on to appropriate staff.

MOVED BY: Lindsey Glazier

SECONDED BY: Paul Biggin

BE IT RESOLVED THAT the May 2022 report of the Quality Committee be accepted as presented.

CARRIED

12.0 CEO REPORT

The CEO reviewed highlights of the report and invited comments or clarification.

MOVED BY: Susan Boron

SECONDED BY: Lindsey Glazier

BE IT RESOLVED THAT the May 2022 report of the Chief Executive Officer be accepted as presented.

CARRIED

13.0 MSAA DECLARATION OF COMPLIANCE

MOTION #2022.05

MOVED BY: Ejaye McComb

SECONDED BY: Susan Boron

BE IT RESOLVED THAT the Declaration of Compliance (Schedule F) for the period of April 1, 2021 – March 31, 2022 be approved without exception and that the Board Chair has authority to sign and that same will be filed accordingly.

CARRIED

14.0 IN CAMERA - None

15.0 ITEMS FOR INFORMATION/BOARD CORRESPONDENCE – Information as noted in Board package.

16.0 MEETING EVALUATION

APPROVED MINUTES


17.0 ADJOURNMENT

There being no further business, the Chair moved that the meeting be adjourned at 8:20 pm.
Next meeting: June 22, 2022, CMHA Office, 1024 2nd Ave. East, Owen Sound

Minutes taken by: Brenda O'Neill

Approved on: August 24, 2022

DocuSigned by:
Sean McMurray
Chair: 
5D54A266D1A04A9

Secretary: 
Sean McMurray
Clark MacFarlane