



Minutes of Board of Directors Meeting
November 23, 2022, 5:00 – 8:00 pm
CMHA Office, 1024 2nd Ave. East, Owen Sound

Present: Paul Biggin, Holly Goodings, Lynda Legge, Ginelle MacDougall, Clark MacFarlane, Ejaye McComb, Yvonne McCutcheon, Sean McMurray
Absent: Chelsea Bullock
Regrets: Susan Boron, Lindsey Glazier, Allan Pearson
Guests: Teresa Pearson; Gwynne Potter and Tyler Laitinen, Baker Tilly

1.0 Welcome and Land Acknowledgement

The meeting was called to order at 5:08 pm. Quorum achieved. Chair Sean McMurray opened the meeting with the Mission, Vision, Values, objects of the corporation and land acknowledgement.

2.0 Education

Teresa Pearson, Program Manager, Social Recreation & Rehabilitation

- Discussed social enterprise initiatives including Fresh Roots Catering (operating for 6+ years) and Fresh Roots Café which opened January 2022, the Forest Forest, gardens and labyrinth
- Individuals with mental health experience are employed with Fresh Roots – 17 with café, kitchen and catering but 35 across Grey Bruce
- Local artisans sell items in the café -- 75% of sales go to artist/25% to café
- ID clinics help with basic ID
- Christmas Store upcoming (Dec 7)
- Pop-up dinners at café on the last Friday of the month
- Recent grant (\$20,000) to help buy food containers

The Chair thanked Ms. Pearson for her presentation and congratulated her on the café and all the good work taking place.

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: Paul Biggin

BE IT RESOLVED THAT the agenda for the Board meeting of November 23, 2022 be approved as circulated.

CARRIED

5.0 Consent Agenda

MOVED BY: Yvonne McCutcheon

SECONDED BY: Ginelle MacDougall

BE IT RESOLVED THAT the consent agenda consisting of the October 26, 2022 Board minutes, meeting feedback and policy numbers 2.01 to 2.04 be accepted as presented.

CARRIED

6.0 Update on Action Items

6.1 Donor Recognition Plan

Endorsement for general framework and agreement that it's a strong starting point. Another stewardship idea to incorporate would be hosting donors at Fresh Roots Café to demonstrate dollars at work.

7.0 Dinner

8.0 Finance Committee

8.1 Auditor's Presentation of 21-22 Audited Statements

Baker Tilly presented draft financial statements and reviewed recommendations noted during the audit process.

As the statements were not available prior to this meeting, the Finance Committee will convene to review in detail prior to making a recommendation to the board.

8.2 Committee Report

Chair Holly Goodings reported that the committee met November 21 however did not have quorum. Monthly statements were reviewed and the Finance Manager reported salaries are presently over budget which is attributed to the 1% increase in wage rates in 2022, staffing levels are slightly higher than anticipated and there's been some movement on the wage grid which was not anticipated. Currently half a percentage off budget. Investment losses continue due to vulnerability of the market at this time.

8.3 Financial Statements

Unfortunately the statements were not included in this meeting package. Will be provided for meeting on December 14.

(Dave Evans and Baker Tilly departed 7:25 pm)

9.0 Governance Committee

9.1 Committee Report

Paul Biggin reported that the committee met November 9 and time was spent reviewing details of the board retreat which was held November 12 at the Best

Western, Walkerton. Feedback about the retreat was shared with all comments quite favourable. Recovery approach resources from the retreat have now been uploaded to SharePoint for board member access.

APPROVED MINUTES

MOVED BY: Ginelle MacDougall

SECONDED BY: Yvonne McCutcheon

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

CARRIED

10.0 Quality Improvement Committee

Chair Lynda Legge reported that the committee last met on November 15. Highlights include:

- New committee member with QI experience attended. Dave Zago is CEO with the Hanover Family Health Team and will be Co-Chair of the Grey Bruce Ontario Health Team. This new committee member will be a valuable link to primary health care and the OHT.
- CMHA's role around hospital discharge planning was discussed and a possible OHT project identified.
- Harm reduction work continues, and distribution of kits is trending upwards again after seeing a drop over the summer months.
- Terms of Reference and work plan were reviewed and updated.

MOVED BY: Holly Goodings

SECONDED BY: Ejaye McComb

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

CARRIED

(Ginelle MacDougall departed 7:50 pm)

11.0 CEO Report

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

The Board is interested to know more about the SOS initiative and any staffing challenges associated with this undertaking. Will be added as an in camera session at upcoming meeting.

MOVED BY: Ejaye McComb

SECONDED BY: Yvonne McCutcheon

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

CARRIED

APPROVED MINUTES

12.0 Creation of Board Fundraising Committee

MOTION #2022.11

MOVED BY: Ejaye McComb

SECONDED BY: Paul Biggin

BE IT RESOLVED THAT a fundraising committee be established and that Policy #1.0/Agency Overview along with any other documentation be updated to reflect the formation of this new standing committee.

CARRIED

13.0 In Camera - None

14.0 Items for Information/Board Correspondence – Information as noted in Board package.

15.0 Meeting Evaluation

16.0 Adjournment

There being no further business, it was moved that the meeting be adjourned at 8:25 pm.
Next meeting: December 14, 2022, 5:00 pm via Zoom

Minutes taken by: Brenda O'Neill

Approved on: December 14, 2022

DocuSigned by:

Chair: _____
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Secretary: _____
Clark MacFarlane