



Minutes of Board of Directors Meeting
February 28, 2024, 5:15 – 8:00 pm
via Zoom

Present: Paul Biggin, Susan Boron, Claudia den Boer, Lindsey Glazier, Mikayla Greig, Lynda Legge, Karen Linner, Ginelle MacDougall, Ejaye McComb, Yvonne McCutcheon, Scott McKay, Sean McMurray, Anita Sultmanis
Regrets: Scott Murphy
Guest: --

1.0 Welcome and Land Acknowledgement

The meeting was called to order at 5:11 pm. Quorum achieved. Chair Sean McMurray opened the meeting with the land acknowledgement.

2.0 Education Presentation: 14th Street

Scott McKay, Director of Client Services provided an update about 14th Street, short-term transitional housing which opened mid-December 2023. The building is owned by Grey County and staffed by CMHA Grey Bruce. CMHA Outreach Worker, Ashley McMullen is the staff lead and coordinates with Grey County on services. 14th Street is also supported by the Owen Sound Outreach Team as each resident is connected with a CMHA worker and social recreation also has programming in place. Goals are based on daily living skills that enable residents to graduate into long-term affordable housing.

Residents come to 14th Street by way of the By-Names List; those experiencing homelessness or precarious housing. The list is kept by Grey County Housing.

There are 12 units in the building and currently 16 occupants.

Ministry funding has not yet been announced but the intention is that 14th Street will ultimately serve a high acuity population.

3.0 Conflict of Interest Declarations

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

4.0 Consent Agenda

MOVED BY: Ginelle MacDougall

SECONDED BY: Paul Biggin

Be it resolved that the consent agenda consisting of the January 17, 2024 minutes, meeting feedback, and policy number 2.26 be accepted as presented.

CARRIED

5.0 Review and Approval of Agenda

MOVED BY: Ejaye McComb

SECONDED BY: Lindsey Glazier

Be it resolved that the agenda for the Board meeting of February 28, 2024 be approved as presented.

CARRIED

6.0 Pulled from Consent Agenda - None

7.0 Strategic Priorities Report

An inquiry was made about objectives and outcome measures for each strategic direction. The CEO reported that objectives have been identified and those are rolled up under the strategic directions as part of the operational plan. The management team have reviewed and are discussing with staffing groups as they will contribute to the ideas and path forward for their respective objectives.

The CEO brought forward an inquiry from a staff member regarding the agency's format for annual general meetings which have in the past been limited to members. There was consensus that the board is not adverse to having an annual general meeting that is open to the public. Community-friendly content and programming as well as budget would be considerations however the opportunity will be kept in focus by the governance committee.

System Update - (slide deck/see in separate document)

8.0 Finance Committee Report

8.1 Committee Report

8.2 Financial Statements

The Finance Committee met on February 26th.

The Interim CEO has engaged a recruitment firm to assist with the search for a Director of Finance & Corporate Services. An interim short-term arrangement with a financial consultant is being undertaken. The candidate is a CPA, is familiar with Ministry reporting, and is well-equipped to provide financial oversight while the search for a director is undertaken.

Outsourcing payroll services is also being investigated.

Draft budget for 2024-25 is expected to be available for the March Board meeting.

The previous CEO signed a 5-year fair market value (FMV) lease extension with the Nortowne landlord. The current lease ends February 28, 2024 and the landlord has indicated an increase in FMV for the renewal. The Interim CEO and Finance Manager met with the landlord however that meeting did not net any revision to the terms. Offsetting opportunities are being explored for the added annual expense.

MOVED BY: Ginelle MacDougall

SECONDED BY: Lindsey Glazier

Be it resolved that the February 2024 report of the Finance Committee be accepted as presented.

CARRIED

9.0 Fundraising Committee Report

Committee Chair, Sean McMurray reported that a meeting was last held on February 12th.

The Push-up Challenge has been successful, raising \$33,000.

Talk Today raised \$4,000 for the Youth Awareness program.

Training on the new donor software, Donor Perfect, is progressing well.

An agency newsletter, improved calendar management on the website and enhanced digital strategies are some of the initiatives being undertaken by the Communications & Fund Development Manager.

Fundraising objectives and how they align with the strategic directions will be discussed by the committee.

MOVED BY: Lindsey Glazier

SECONDED BY: Mikayla Greig

Be it resolved that the February 2024 report of the Fundraising Committee be accepted as presented.

CARRIED

10.0 Governance Committee Report

10.1 Board Orientation

10.2 Elevator Pitch

10.3 New Policy – *In camera* sessions

Chair Susan Boron reported on the committee's January 30th meeting.

Beth Debrone, Director of Quality & Organizational Performance attended to introduce work required for the October 2025 accreditation.

The committee has been exploring various governance models. Work is on hold to allow the new CEO, once hired, to discuss with the committee and determine the path forward.

The committee was thanked for developing the elevator pitch. Paul Biggin noted suggested edits and a revision will be circulated.

MOVED BY: Ejaye McComb

SECONDED BY: Lindsey Glazier

Be it resolved that the February 2024 report of the Governance Committee be accepted as presented and furthermore that policy 2.33 In-Camera Meetings be adopted and put into practice as recommended by the Governance Committee.

CARRIED

11.0 CEO Recruitment Committee Update

Co-Chair of the CEO Recruitment Committee, Yvonne McCutcheon, reported that the search has progressed well. The recruitment firm, Edgpath, has conducted a thorough search on behalf of the agency and a strong pool of candidates have been interviewed. An offer has been made with an

anticipated start date of mid-April. The Interim CEO will assist in onboarding and provide some mentoring to help with a smooth transition.

12.0 In Camera

MOVED BY: Susan Boron

SECONDED BY: Ejaye McComb

Be it resolved that the board proceed to in-camera discussion at 6:57 pm.

CARRIED

MOVED BY: Lindsey Glazier

SECONDED BY: Ejaye McComb

Be it resolved that the board resume its regular meeting at 7:20 pm.

CARRIED

13.0 Information Items/Board Correspondence - Information as noted in Board package

14.0 Meeting Evaluation

15.0 Adjournment

There being no further business, the Chair moved that the meeting be adjourned at 7:25 p.m.

Next meeting: March 27, 2024, 5:00 pm. Zoom or in-person to be determined.

Minutes taken by: Brenda O'Neill

Approved on: March 27, 2024

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Sean McMurray
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Chair:

Sean McMurray

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Claudia den Boer
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Secretary:

Claudia den Boer