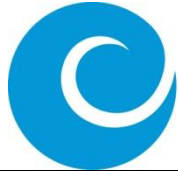




Present: Tom Rankin (Chair), Wynn Turner (Vice-Chair), Ainsley Charles, Graeme Bonham-Carter (arrived partway through the meeting), Don Dutton, Christina Dolgowicz, Jan Hopkins, Ian Donald, Liz Snider, Jacques Pelletier, Terry Lee, Peter McKenna (Executive Director), J. Harting (recorder),		
1.	Welcome, regrets & absences	Tom Rankin welcomed everyone. Quorum was in place. Regrets: Wendy Quarry,
2.	Approval of Agenda	MOTION: Moved by Jacques Pelletier, seconded by Wynn Turner, That the agenda be approved as distributed Carried
3.	Declaration of Conflict of Interest	None declared.
4.	Items for Discussion	
	a.	Appointment of Committees** Ainsley Charles offered to sit on the Nominating committee (& the list should note that she will carry out the Legislative Review). Ian Donald will join the Finance Committee. The Finance Committee has traditionally met the 3 rd Thursday of the month, with a new time of 5 pm. The next Finance meeting is 16 th October at 5 pm at MDCHC; the date and time of the following Committee meeting will be discussed October 16.
	b.	Review of Board Organization Chart** The Board Organization Chart was approved with changes noted above.
	c.	Review & approve Board Calendar/Workplan for Sept 2014 - June 2015 Changes included moving retreat from November to October and moving Rideau Tay Health Links Board-to-Board meeting to January 2015. New member orientation follow up will be added in November and in December, the Board/Staff breakfast will be added on December 18, 8:30-9:30, followed by a 1 hour board meeting (either in SF or Merrickville). The OP Plan/QIP update will be moved to November. MOTION: Moved by Don Dutton, seconded by Ian Donald, That the revised Board Calendar be approved. Carried
	d.	RCHS 40 th Anniversary event** The event went very well; thanks were offered to the workgroup and Judy for helping to organize it. 40 th Anniversary recognition certificates were received from municipal representatives. The AOHC presentation was very good. Thank you notes will be sent to Mr. Clark, Adriana Tetley and the Master of Ceremonies. Presentations will be posted on the website. The Workgroup will be having a windup meeting.
	e.	Registered Charity Return** The ED advised that the annual form must be submitted, including the director's information. Director names will be listed on the CRA website.
	f.	RTHL Board to Board Governance Graeme Bonham-Carter noted that the next Board-to-Board governance meeting is Jan 27, 2015. Peter McKenna, Graeme & Richard Schooley will make a presentation to the SE LHIN Collaborative Governance Committee at their meeting 29 Oct at 4 pm in Brockville at Quality Inn. Rideau Tay Health Links governance will become a standing item on the RCHS Board agenda. October 29 is also the date of the Smiths Falls Chamber of Commerce AGM; one board member can attend as RCHS voting representative.
5.	Reports	
	a.	Quality Committee Wynn Turner proposed that, when staff are presenting RCHS programs quarterly, they include a "quality" portion - how the program is achieving "quality" results. The Board will then consider whether to change from the "committee of the whole" format to a board quality committee. The Staff presentation in November will test this idea; the ED will follow up with staff. An update on the Operational plan and the Quality Improvement Plan will be presented in November.
	b.	Executive Committee**



	i.	2014-2015 ED Performance Plan	The plan was discussed at the last board meeting. A copy of the actual plan was included in the board package, for information.
	c.	Finance Committee**	
	i.	Treasurer's Report**	Report formats have changed due to the new financial reporting system; the new report is easier to read. The Treasurer presented the August report, and gave an explanation of the surpluses/deficits. A schedule of funding agreements was also included. MOTION: Moved by Don Dutton, seconded by Jacques Pelletier That the August Financial Statement be approved as presented Carried
	ii.	1 st Q reports**	See above
	iii.	Set Auditor's fee**	It was noted that we are in the third and final year of the contract with our auditors. MOTION: Moved by Don Dutton, seconded by Ian Donald That the auditor fee of \$8200 be approved, as per the contract. Carried
	d.	Community Engagement Committee	Christina Dolgowicz noted that the last committee meeting was held Sept. 11. The Bridges out of Poverty event will take place Oct 2. The Committee is finalizing their workplan.
	e.	Executive Director Report**	The report was distributed in board package. Peter McKenna noted the Smiths Falls Physician Recruiter attracted a physician for Smiths Falls; the recruiter's business card was distributed to Board members in case they become aware of a possible physician recruit. Dr. Bartleman will begin work at RCHS in November. A review of RCHS management structure is underway. Implementation of the Nightingale On Demand (NOD) system has been and continues to be challenging. The lead staff are doing a great job. The Two Rivers Food Hub is moving ahead on many fronts.
	i.	Client Feedback**	An informal report from MDCHC reception staff noted one in four clients are upset with delays caused by NOD implementation; this is being tracked.
	f.	Report from Chair**	A verbal report was given. The Chair met with the 40 th anniversary committee several times.
	i.	Annual Planning Meeting Oct 18**	Based on discussion at last Executive meeting, the retreat will focus on Canadian Index of Well Being, with a possible presentation from an Ottawa official regarding their use of the index to assess Ottawa's status; the outcome/next steps of the Bridges out of Poverty event and a brunch to get to know each other better. The session will take place October 18, 10 am to 1, site to be confirmed.
	ii.	Meeting Evaluators for balance of 2014-15	The schedule of evaluators was completed and will be posted on the website.
	iii.	CACHC Meeting Sept 25	The Canadian Alliance of Canadian Health Centres (CACHC) Webinar is scheduled for September 26. MOTION: Moved by Jan Hopkins, seconded by Graeme Bonham-Carter That RCHS support the resolutions presented by CACHC. Carried
6.	Approval of Board minutes		
	i.	May 27, 2014	MOTION: moved by Jan Hopkins, seconded by Jacques Pelletier, That the minutes of the July 22, 2014 board meeting be approved as distributed Carried
7.	Future Agenda Items		GOV 140, 160, 180, 201, 230 210 (Jan Hopkins to review the list before next meeting)
8.	Meeting Evaluation		1. Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion: There was lots of discussion.



**Board of Directors Meeting Minutes
Tuesday, September 23, 2014 – 5:00 p.m.
MDCHC Community Room**

		2. Do we feel we followed our appropriate governance role (versus getting into operations) and attended to our board strategic priorities and work plan? Yes, good discussion of workplan and number of adjustments Completed by Don Dutton, given to Judy for filing.
9.	Date of Next Board Meeting	Tuesday October 28, 2015 5 pm dinner, 5:30 meeting SFCHC Community Room Anne Caron will attend in the ED's place.
10	Meeting Adjournment	MOTION: Moved by Jacques Pelletier, seconded by Don Dutton, That the meeting be adjourned at 7:10 p.m. Carried

** Calendar items for September

Approved by: _____
Chair

Secretary