

Board of Directors Meeting Minutes
Tuesday, November 26, 2024
4:30pm – 6:30pm via Zoom

Present:	Christopher Cummings (Board Chair), Sandra Shaw (Vice Chair), Juli Heney (Secretary), Irv Mazurkiewicz (Treasurer), Dorothy Thomson, Stefany Kawka, Bridget Bygrave, Michele Bellows (CEO/Ex-Officio), Anne Caron (Director of Corporate Services & CFO), Corey Turnbull (Director of Integrated Care), Kristian Gundersen (Executive Assistant/Recorder)	
Guests:	Cristina DiTomaso (Manager, Community Health and Wellbeing)	
Regrets:	Jackie Lord, Sandy Mark, Timothy Woods, Sharon O'Hara	

	Agenda Items	Discussion				
1.	Welcome & Land Acknowledgment	Chris Cummings, Chair, called the meeting to order at 4:30pm and confirmed that quorum is met and that notice for the meeting was provided on Tuesday, November 19, 2024. He welcomed all in attendance and invited Sandra Shaw to provide a land acknowledgement.				
2.	Approval of Agenda	There were no additions or revisions requested to the agenda. Motion: That the RCHS Board agenda for November 26, 2024 be approved as circulated. Moved by: Dorothy Thomson Seconded by: Bridget Bygrave Carried.				
3.	Generative Discussion - Food Cupboard Program	The Board engaged in a generative discussion on the RCHS Food Cupboard Program, exploring its alignment with the organization's mission, current challenges, and future opportunities. M. Bellows, CEO, introduced the discussion topic, and outlined the ground rules for dialogue. She welcomed Cristina DiTomaso to the meeting, who has taken the position of Manager, Community Health and Wellbeing at RCHS. Program Overview: The program originated as a grassroots effort to address food insecurity among clients, supported by staff donations of non-perishable food items for clients with an identified need. It has since evolved into a structured initiative serving approximately 10 families (80 individuals) per month, sustained by community donations and Community Health Worker and Volunteer resources. Key Discussion Points: Mission Alignment: Food security was recognized as a fundamental social determinant of health, directly supporting RCHS's mission. Challenges in Traditional Models: Concerns were raised about the limitations of conventional food bank approaches and the importance of addressing broader social issues affecting clients, such as housing and income insecurity. Program Scope and Population:				
		 Program Scope and Population: The program is not income-based; eligibility is assessed through Community Health Worker referrals. 				

	Agenda Items	Discussion		
		 Demand has increased post-pandemic, with clients often facing difficult financial trade-offs like paying renversus purchasing food. 		
		Partnerships and Collaboration: Opportunities exist to strengthen partnerships, such as with the Lions Club in Merrickville, to expand resources. However, space and infrastructure limitations were noted as barriers.		
		Broader Food Security Ecosystem:		
Risks and Opportunities: The primary risk identified was reputational, given the program's second RCHS. The discussion highlighted opportunities to innovate and potentially formalize the program's stakeholders (e.g., Lions Club, Municipality, Chamber of Commerce).				
	Action: Initiate conversations with the Lions Club and the Municipality to assess community needs and exploped potential for a formalized food cupboard.			
		This discussion underscored the program's vital role in addressing food insecurity while emphasizing the need for strategic partnerships and resource planning to ensure sustainability and alignment with community needs.		
4.	Break	Board members were provided with a short break		
5.	Declaration of Conflict of Interest	None declared. Board members were reminded that a conflict can be noted at any time during the meeting if identified.		
6.	Consent Agenda	6.1 Board Minutes – October 29, 2024 6.2 Executive Committee Minutes – November 12, 2024 i. CEO Succession/Business Continuity Plan 6.3 Finance & Audit Committee Minutes – November 21, 2024 6.4 Capital Development Committee Minutes – November 21, 2024 Motion: That the consent agenda and items contained therein be approved as presented. Moved by: Irv Mazurkiewicz Seconded by: Dorothy Thomson Carried.		
7.	CEO Report	Michele Bellows, Chief Executive Officer, referred members to her written CEO report which was included in the meeting package. The following was highlighted:		
		The first all staff town hall held last week in Brockville. There was a great turnout, including the full Senior Leadership Team and several managers. The town hall provided staff with an open forum to ask any questions and bring forward issues from a front-line perspective.		

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		 The capital project team met with the Ministry of Health to discuss the current status of the project. The team is feeling positive that the project is moving ahead. The Facilities team is undertaking a large project in Merrickville with funding received under the Community Infrastructure Renewal Fund (CIRF). The project will include replacement of the welded seam flooring, and exterior doors and windows. The work is planned for summer of 2025, and will require the Merrickville site to close for 5-6 weeks. RFPs for contractors will be circulated shortly. 				
8.	Board Chair Report	 C. Cummings, Chair, provided a brief verbal report. Highlights included: As discussed at the Board meeting in October, and at the last Executive Committee meeting, a working group consisting of several Board members has been formed to focus on developing an advocacy strategy. A joint meeting is being coordinated with Board members from both Country Roads Community Health Centre and ConnectWell Community Health to establish common priorities and a joint advocacy strategy moving forward. The annual CPCK Holiday Train event is coming up on November 28th in Merrickville, proceeds of which will be directed to support local food banks. A Board member is being asked to attend to accept the cheque for the Food Cupboard Program in Merrickville. 				
9.	Business Requiring Decision of Board	9.1 Q2 Financial Statements 2024-2025 Irv Mazurkiewicz, Chair, Finance & Audit Committee directed members to the financial statements included in the meeting package. It was reported that the Finance & Audit Committee met last week to review and recommend Board approval of the financial statements for the period ending September 30, 2024 (Q2). Motion: That the Board approve the Q2 Financial Statements for the period ending September 30, 2024, as recommended by the Finance & Audit Committee. Moved by: Sandra Shaw Seconded by: Juli Heney Carried.				
10.	Business for Discussion & Information	None.				
11.	Meeting Evaluation	The link to the post-meeting online survey was included with the agenda. Board members were encouraged to provide feedback.				
12.	Next Board meeting:	Tuesday, January 28, 2025 (via Zoom)				
13.	Adjournment	Motion: That the meeting be adjourned at 5:41pm Moved by: Juli Heney Carried.				

	Date	Date	
	2/18/2025 7:16 PM EST	2/18/2025 4:21 PM EST	
,	Chris Cummings, Board Chair	Juli Heney, Board Secretary	
Approved by:	Clin's Cummings	93D181B7GFCB436	
	Signed by.	Signed by.	