



## Board of Directors Meeting Minutes

Tuesday, November 26, 2024

4:30pm – 6:30pm via Zoom

<b>Present:</b>	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)
<b>Guests:</b>	Cristina DiTomaso (Manager, Community Health and Wellbeing)
<b>Regrets:</b>	Jackie Lord, Sandy Mark, Timothy Woods, Sharon O’Hara

	Agenda Items	Discussion
1.	<b>Welcome &amp; Land Acknowledgment</b>	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.	<b>Approval of Agenda</b>	<p>There were no additions or revisions requested to the agenda.</p> <p><b>Motion:</b> That the RCHS Board agenda for November 26, 2024 be approved as circulated.  <b>Moved by:</b> Dorothy Thomson    <b>Seconded by:</b> Bridget Bygrave    <b>Carried.</b></p>
3.	<b>Generative Discussion – Food Cupboard Program</b>	<p>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.</p> <p><b>Program Overview:</b> 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.</p> <p><b>Key Discussion Points:</b></p> <ul style="list-style-type: none"> <li>• <b>Mission Alignment:</b> Food security was recognized as a fundamental social determinant of health, directly supporting RCHS’s mission.</li> <li>• <b>Challenges in Traditional Models:</b> 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.</li> <li>• <b>Program Scope and Population:</b> <ul style="list-style-type: none"> <li>○ The program is not income-based; eligibility is assessed through Community Health Worker referrals.</li> </ul> </li> </ul>

	Agenda Items	Discussion
		<ul style="list-style-type: none"> <li>○ Demand has increased post-pandemic, with clients often facing difficult financial trade-offs like paying rent versus purchasing food.</li> <li>● <b>Partnerships and Collaboration:</b> 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.</li> <li>● <b>Broader Food Security Ecosystem:</b> <ul style="list-style-type: none"> <li>○ The potential for collaboration with other food security organizations, such as Community Food Centres, was discussed.</li> <li>○ Challenges in aligning with other local food banks were identified, including differing operational philosophies and historical relationships.</li> </ul> </li> <li>● <b>Risks and Opportunities:</b> The primary risk identified was reputational, given the program’s strong association with RCHS. The discussion highlighted opportunities to innovate and potentially formalize the program by engaging key stakeholders (e.g., Lions Club, Municipality, Chamber of Commerce).</li> <li>● <b>Action:</b> Initiate conversations with the Lions Club and the Municipality to assess community needs and explore the potential for a formalized food cupboard.</li> </ul> <p>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.</p>
4.	<b>Break</b>	Board members were provided with a short break
5.	<b>Declaration of Conflict of Interest</b>	None declared. Board members were reminded that a conflict can be noted at any time during the meeting if identified.
6.	<b>Consent Agenda</b>	<p>6.1 Board Minutes – October 29, 2024          6.2 Executive Committee Minutes – November 12, 2024              i. CEO Succession/Business Continuity Plan          6.3 Finance &amp; Audit Committee Minutes – November 21, 2024          6.4 Capital Development Committee Minutes – November 21, 2024</p> <p><b>Motion:</b> That the consent agenda and items contained therein be approved as presented.  <b>Moved by:</b> Irv Mazurkiewicz      <b>Seconded by:</b> Dorothy Thomson      <b>Carried.</b></p>
7.	<b>CEO Report</b>	<p>Michele Bellows, Chief Executive Officer, referred members to her written CEO report which was included in the meeting package. The following was highlighted:</p> <ul style="list-style-type: none"> <li>● 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.</li> </ul>

