



Minutes of the Board of Directors Meeting Held on March 20 <sup>th</sup> , 2023 At Stonegate Community Health Centre, Meeting Room		
<b>PRESENT</b>	Deborah Creatura (Chair) Melaine Chiu Evan Delaney Eric Josipovic Erin Fordyce Carol Barbosa	Colin Mang Elena Mikhaylova Louis Pike Allison Trenholm Judy Geary
<b>REGRETS</b>	Charis Romilly Turner (Executive Director), Karen Trzaska, Emily Griffith and Lillian Manea	
<b>RECORDER</b>	Kayleigh McDonald	
<b>ITEM</b>	<b>DESCRIPTION</b>	<b>FOLLOW UP</b>
1. Welcome	Board members welcomed.	
Establishment of Quorum	Quorum Met.	
2. Consent Agenda	<p>Board approved the Consent Agenda consisting of the following items:</p> <ul style="list-style-type: none"> <li>- Approval of Agenda</li> <li>- Declaration of Conflict of Interest</li> <li>- Approve the following Minutes of Meetings (exclusive of Business Arising):                             <ul style="list-style-type: none"> <li>- Regular board meeting of February 27<sup>th</sup>, 2023</li> </ul> </li> </ul> <p><b>Motion to Approve Consent Agenda.</b>  <b>Moved By Melaine Chiu</b>  <b>Seconded By Lou Pike</b>  <b>Carried</b></p> <p><b>Motion to Approve the Minutes</b>  <b>Moved By Judy Geary</b>  <b>Seconded By Eric Josipovic</b>  <b>Carried</b></p>	
3. Understanding Financial	Financial Statements Presentation given to the board	

<p>Statements</p>	<p>by Colin Mang and Eric Josipovic</p> <p>Reviewed:</p> <ul style="list-style-type: none"> <li>• Statement of Operations (incoming and outgoing money, revenue, surplus vs deficit)</li> <li>• Statement of Financial Position (Assets, Liabilities and Net Assets)</li> <li>• Long Term Assets</li> <li>• Depreciation (Accumulated Amortization)</li> <li>• Reviewed how spending patterns have shifted.</li> <li>• Lease commitments and deferred rent. The centre leases office space under a long term operating lease expiring July 2038. Deferred rent explained. Plan moving forward is being put in place regarding rent expenses.</li> </ul> <p>Question raised by the board; Is the surplus of cash in the bank, or is it invested currently?</p> <p>Stonegate is responsible to ensure all liabilities are aligned. Audit committee is appointed to look at the financials periodically.</p> <p>Board requests material being presented is added to new member orientation for current and future board members. Requesting steps for future board members to follow and specifics to examine financial statements, to confirm Stonegate is on the right track.</p>	
<p>4. Executive Director Report</p>	<p><u>ED Report</u></p> <p>Stonegate was given 6 weeks to utilize the Mental Health and Addictions funding towards supporting the community and staff. Staff has participated in training on various mental health topics. Clients have benefited from many programs being offered at the centre as well as a Social Prescription Program focusing on food security, social, physical and mental needs.</p> <p>Dr. Eileen De Villa, the Medical Officer of Health for the City of Toronto toured the centre on March 13<sup>th</sup>. Her visit was focused on the Dental program offered, but she took an interest in the centre and what it offers to the community.</p> <p>CAPS is completed for next MSAA. The targets have remained the same despite advocacy to change them.</p>	

	<p>Gain with the new agreement is the Early on funding which was historically partnered with LAMP will now be separate.</p> <p>Stonegate received funding for property taxes assessed after the rent for the new building was negotiated, as well as, for the rent increase. These funds represent \$105,000. Also included in the funding is a salary increase of 1% for all Ontario Health funded staffs with the exception of Physicians which is addressed separately. The Alliance is still advocating for increasing salaries in the sector. [Note since the board meeting the Alliance of Healthier Communities has flagged that despite receiving our new MSAA agreement which was signed and returned, that the following clarification was issued from Ontario Health “Unfortunately 23/24 funding is not yet confirmed and as such the SAAs continue to reflect the planning assumptions. Once funding does get confirmed, OH will work with organizations to amend SAAs if and as required.”]</p> <p>All Ontario Health Staffs full-time equivalent (FTEs) hours were corrected to a 40-hour work week, instead of 35hrs Adjusting the targets.</p> <p>*Compliments given to Charis, ED, for all of the exceptional work she has been doing in regards to advocating for staff salary increase and preventing the reallocating of MD surplus every year for clinical support. The RPN and administrative staff funds are now stabilized.</p> <p><b>Motion to Approve 1% increase for all Ontario Health and City of Toronto funded staff at Stonegate except physicians and contracted Investing in Neighborhoods staff effective starting April 1, 2023.</b>  <b>Moved By Deborah Creatura</b>  <b>Seconded By Lou Pike</b>  <b>Carried</b></p> <p><u>Communications Work Plan</u>  Strategic priorities should not be listed on the work plan yet. Plan still needs to be finalized by committee.</p> <p><u>In the Ball Park Benchmarking Report</u>  Committee is confused as to what the colors represent. Would like more detail in the charts.  Requesting adjustment of rent costs implemented into graph</p>	<p>Charis to review Communications plan and Ball Park Benchmarking Report next meeting</p>
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<p>4. Committee Reports</p>	<p><b>Governance Committee</b>  Code of Conduct for Board Members reviewed  <b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• change NB to N.B.</li> <li>• Discuss in future adding- print name, sign and date at the bottom of the Code of Conduct. Keep secure as evidence documents were signed (either electronically or paper file)</li> </ul> <p>To take into account:</p> <ul style="list-style-type: none"> <li>• If following election to the Board, a member finds that they become unable to fulfill all the above obligations for whatever reason, the Member is required to discuss the circumstances with the Board so that the best resolution for the Board member and the Board can be determined.</li> </ul> <p>*If there is a conflict reach out to Deborah or Charis for discussion.</p> <ul style="list-style-type: none"> <li>• 80% attendance is requested for board and committee meetings (roughly can only miss one meeting a year)</li> </ul> <p><b>Motion to approve updated Code of Conduct</b>  <b>Moved By Judy Geary</b>  <b>Seconded By Evan Delaney</b>  <b>Carried</b></p> <p>Updated board recruitment survey to be distributed to the board. Survey being used to analyze skill sets among members. Reason for survey is to figure out:</p> <ol style="list-style-type: none"> <li>1.What skills we have as a board</li> <li>2.What skills we need as a board</li> <li>3.What skills will we need if someone leaves the board</li> </ol> <p><b>Strategic Directions Committee</b>  Committee created S.M.A.R.T. goals from the priorities recognized. April 17<sup>th</sup> the committee is meeting and the goals will be circulated. 22 recipients received the stakeholder’s survey; so far there is a 50% response rate.</p> <p><b>Education Committee Updates</b>  Thanked Colin and Eric for the presentation and breakdown of the financial reports  In May a guest speaker will be presenting to the board the breakdown of the accreditation process.  She has experience as an accreditation evaluator for hospitals. Also can provide knowledge for processes as she is a former CHC board member.</p>	
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<p>5. Motion to Adjourn</p>	<p><b>Motion to adjourn regular board meeting.</b>  <b>Moved By Allison Trenholm</b>  <b>Seconded By Melaine Chiu</b>  <b>Carried</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">   _____  President </div> <div style="text-align: center;"> <p>April 24,2023</p> _____  Date </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">   _____  Secretary or Designate </div> <div style="text-align: center;"> <p>April 24, 2023</p> _____  Date </div> </div> <p>Upcoming Meetings: Regular Meeting April 24<sup>th</sup>,2023</p>	