



**ALMONTE GENERAL HOSPITAL
FOUNDATION BOARD OF
DIRECTORS**

Date: Thursday, March 7, 2019

Time: 8 a.m.

Location: AGH Board Room

APPROVED MINUTES

Committee Members	Present	Regrets
Rob Scott - Chair	✓	
Julie Munro – Vice Chair	✓	
Mary Wilson Trider		X
David Dern	✓	
Ian McBain	✓	
Betty Preston	✓	
Heather Sheffield		X
Heather Pettipas	✓	
Kris Parsons		X
Dave Perley	✓	
Jesse Lowe		X
Ken Beaton	✓	
Staff		
Al Roberts	✓	
Louise Beckinsale	✓	
Cheryl Moore – Recording Secretary	✓	

Board Education:

- Board members participated in an activity – “What drew you to this work?”
- Members were asked to answer 3 questions and share their personal experiences
 1. Why are you involved in the organization?
 2. Why is this work important to you?
 3. Discuss a time that the Mission Statement of the Foundation had an effect on you

Conflict of Interest Declaration:

- No conflicts of interest were declared

Call to Order

- The Chair, Mr. Scott, called the meeting to order at 8a.m.

1.1 Approval of the Agenda

- The 2019-20 Draft Budget will be discussed together with the Fundraising and Stewardship

Plan.

IT WAS MOVED BY MR. McBAIN AND SECONDED BY MR. PERLEY THAT THE AGENDA OF MARCH 7, 2019 BE APPROVED.

MOTION CARRIED

1.2 Approval of the Minutes of January 10, 2019

IT WAS MOVED BY MS. PETTIPAS AND SECONDED BY MRS. PRESTON THAT THE MINUTES OF JANUARY 10, 2019 BE APPROVED.

MOTION CARRIED

2.0 Chair's Remarks

- The Chair thanked Carolyn Piche for all her hard work while she was with the Foundation and wished her well with her new endeavors
- The Fundraising and Stewardship Plan that is on the agenda to be approved is contingent on also approving the draft budget which includes increasing Foundation staff.
- The Chair supports this and shared his opinion with the Board before the discussion on the Plan's approval

2.1 Correspondence

- There was no correspondence.

3.0 Business arising from the January 10, 2019 minutes

- There was no business arising from the January 10, 2019 meeting minutes

4.0 Business Items

4.1 CEO's Report

- The Report of the CEO and Senior Team – January 28, 2019 was included in the meeting package.

4.2 MD's Report and Dashboard

- The MD's Dashboard was distributed and reviewed at the meeting.
- The Dashboard is current to the end of December 31, 2018

5.0 Strategic Items

5.1 Update on Campaign

- SD Coaching will be conducting 2 sets of Focus Groups with donors, non-donors
- and lapsed donors
- The Focus Groups will help the Foundation understand what message to use with donors and

how to communicate with these messages to the donors

6.0 Committee Reports

6.1 Fundraising, Stewardship and Communications

- The Strategic Planning Retreat will take place on Saturday, March 23 in the Octagon Room facilitated by SD Coaching
- Mrs. Munro reminded Board members to about thinking about what they have done to move our mission forward between meetings
- The MMRWR is progressing well
- Patrice's Independent Grocery will be the Title Sponsor for the 2019 Golf Classic
- The Spring Dance tickets are selling well
- The Paddle for Almonte Hospital Event committee has begun the planning for their event
- Mr. Beaton would like to organize a Hockey Tournament possibly benefitting both Almonte and CPDMHF. Ice surfaces need to be booked. The Fundraising and Stewardship Plan will be discussed together with the approval of the Draft 2019-20 Budget

6.2 Finance Report

6.2a December Statements

IT WAS MOVED BY MR. DERN AND SECONDED BY MR. PERLEY TO APPROVE THE DECEMBER 2018 FINANCIAL STATEMENTS

MOTION CARRIED

6.2b 2019-20 Draft Budget

IT WAS MOVED BY MR. McBAIN AND SECONDED BY MR. PERLEY TO APPROVE THE 2019-20 DRAFT BUDGET.

IT WAS MOVED BY MRS. PRESTON AND SECONDED BY MR. DERN TO APPROVE THE FUNDRAISING AND STEWARDSHIP PLAN

MOTION CARRIED

6.3 Governance Report

- There will be no official Board review this year due to staff shortages
- There was no issues with the committee level reviews
- Board recruitment will be discussed at the next Governance meeting taking place on March 21, 2019

7.0 New Business

8.0 In Camera

IT WAS MOVED TO MOVE IN CAMERA

- The Managing Directors compensation, goals and objectives and Performance Review were discussed

9.0 Next meeting: May 2, 2019 8 a.m. AGH Board Room

10.0 Adjournment

IT WAS MOVED BY MRS. PRESTON TO AJOURN AT 10:13am.



Rob Scott, Chair

May 16, 2019

Date



**ALMONTE GENERAL HOSPITAL
FOUNDATION BOARD**

March 7, 2019

Action Items

Member	Due Date	Action Item
	ASAP	Conference call to confirm Hockey Tournament and book ice surfaces
Recording Secretary	ASAP	Fundraising and Stewardship Plan on SharePoint
Recording Secretary	On-going	Draft agenda based on work plans and meeting minutes given to committee chairs for approval one week prior to meeting
Committee Chairs	On-going	Finalized committee reports to be given to Recording Secretary four working days before board meetings to allow for preparation and posting with the meeting package.
Recording Secretary	On-going	Meeting packages to be posted on SharePoint 3 business day prior to each meeting.