



**ALMONTE GENERAL HOSPITAL
FOUNDATION BOARD OF
DIRECTORS**

Date: September 6, 2018

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	✓	
Dave Perley	✓	
Jesse Lowe	✓	
Ken Beaton	Joined at 8:07 a.m.	
Kimberly Harbord - Guest	✓	
Staff		
Al Roberts	✓	
Carolyn Piché	✓	
Cheryl Moore – Recording Secretary	✓	

*All documents referred to in these minutes were pre-circulated for review by members

Call to Order

- The Chair, Mr. Scott called the meeting to order at 8:01 a.m.
- There was no conflict of interest

1.0 Approval & Adoption Items

1.1 Approval of the Agenda of September 6, 2018

- Items 6.3 a – Board Candidate Recruitment will be moved to the beginning of the meeting before the education session

IT WAS MOVED BY MRS. MUNRO AND SECONDED BY MR. McBAIN TO APPROVE THE AGENDA AS AMMENDED.

MOTION CARRIED

6.3a Board Candidate

- New Board Candidate Mr. Beaton's application was included in the meeting package.

IT WAS MOVED BY MR. DERN AND SECONDED BY MRS. PRESTON TO APPOINT MR. BEATON TO A ONE YEAR TERM AS BOARD DIRECTOR.

MOTION CARRIED

- Mr. Beaton was asked to join the meeting at 8:07 a.m.

Board Education

- Mrs. Harbord presented the Board with information on the Hospital budget, how to understand the Hospital's financial statements and how the Hospital is funded.
- Mrs. Harbord's report will be posted on SharePoint

1.2 Approval of the Minutes of June 21, 2018

IT WAS MOVED BY MR. McBAIN AND SECONDED BY MR. LOWE THAT THE MINUTES OF JUNE 21, 2018 BE APPROVED.

MOTION CARRIED

2.0 Chair's Remarks

- Mr. Dern welcomed Mr. Perley as the new Board member – Hospital representative

2.1 Correspondence

- There have been 2 complaints about the new phone campaign
- After a review of the conversations that took place between donor and caller, each donor was called, and no further action was required.

3.0 Business Arising from the June 21, 2018 Minutes

- There was no business from the June 21, 2018 minutes.

4.0 Business Items

4.1 CEO's Report

- The CEO Connect July 2018 and the Almonte General Hospital Report of the CEO and Senior Team July 23, 2018 were included in the meeting package.

4.2 MD's Dash Board

- The MD's Dashboard was distributed at the meeting and reviewed.

5.0 Strategic Items – DI Campaign Updates

5.1 Update on Campaign

- The feasibility Study conducted by Judy Mouland was reviewed by the Fundraising, Stewardship and Communications Committee and was included in the meeting package.
- A new narrative is being developed to inform donors why getting a CT Scan at Almonte General Hospital is important.

6.0 Committee Reports

6.1 Fundraising, Stewardship and Communications

- The FSC Report was emailed to members prior to the meeting and reviewed at the meeting

6.2 Finance Committee

a. May, June & July 2018 Statements

IT WAS MOVED BY MR. McBAIN AND SECONDED BY MRS. PRESTON THAT THE FINANCIAL STATEMENTS OF MAY, JUNE AND JULY 2018 ARE APPROVED.

MOTION CARRIED

b. Intercompany Account Payment July 2018

IT WAS MOVED BY MRS. PRESTON AND SECONDED BY MR. DERN TO APPROVE THE INTERCOMPANY ACCOUNT PAYMENT OF \$68,600.

MOTION CARRIED

c. Gift Allocation Policy

- The Gift Allocation Policy is deferred and will be sent back to the Governance and Nominating Committee for amendments.

7.0 New Business

- There was no new business

8.0 In Camera

- There was no in camera sessions

9.0 Next Meeting: Thursday, November 1, 2018

IT WAS MOVED BY MRS. SHEFFIELD THAT THE MEETING BE AJOURNED AT 9:30 a.m.



Rob Scott, Chair

November 1, 2018

Date



**ALMONTE GENERAL HOSPITAL
FOUNDATION BOARD**

**September 6, 2018
Action Items**

Member	Due Date	Action Item
Recording Secretary		Post Education Session on SharePoint
		Gift Allocation Policy deferred to G&N Committee
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.