



Meeting of the Board of Directors
Minutes

Date: July 18, 2023

Time: 7:00 pm

Location: Huron Hospice Community Meeting Room & Zoom

Present:	Jay McFarlan	Hali Adair	Robin Wark
	Elizabeth Kruspe	Jasmine Clark	Jenn McMillan
	Kevin Kale	Brenda Kinnear	Jamie Pereira
	Hayley Morgan		Willy Van Klooster (staff)
Regrets	Lisa Taylor		

VISION

Huron Hospice will be a rural Centre of Excellence in Palliative Care

MISSION

To provide quality hospice palliative care in our rural communities

	Topic or Subject	Highlights/Discussion	Outcome
	Conflict of Interest	None indicated	
1.0	Welcome, Opening Comments	Jay introduced Hayley Morgan and Jamie Pereira. Jamie and Morgan gave the board some of their background.	Motion to appoint Jamie as a board member by Robin. Seconded by Jasmine. Carried. Motion to appoint Hayley as a board member by Kevin. Seconded by Brenda. Carried.
2.0	Removal of items from Consent agenda	Nil	

3.0	Approval of Agenda		Motion to approve the agenda by Brenda. Seconded by Jasmine. Carried.
4.0	Approval of Consent Agenda	4.1 Minutes of June 20 Board meeting 4.2 Committee Reports (N/A) 4.3 Executive Director Report – Page 7 4.4 Financial Statements Summary - Page 14	Motion to approve the consent agenda by Jenn. Seconded by Hali. Carried.
5.0	Business Arising from the Minutes	11.0 – ED Succession Plan 15.1 – Board Declaration 15.5 – Effectiveness of Fundraising report	
6.0	Huron Perth Ontario Health Team Update	Attached as part of package – Page 16	No further update.
7.0	First Quarter Reports	7.1 Financial Statements to June 30 7.2 Balance Sheet as at June 30 7.3 Operating Plan to June 30 – Page 17	Motion to accept the financial statements as presented by Kevin. Seconded by Robin. Carried. No significant change. Good progress to date.
8.0	Huron Hospice Executive Director Succession Plan	Attached as part of board package – Page 32	Motion to approve the succession plan as presented by Brenda. Seconded by Jenn. Carried.
9.0	Community Hospice Accreditation: Board Support	Included in board package on page 40. 9.1 Board review of cost effectiveness of fundraising activities and description of process/outcome 9.2 Board Declaration (including complaints process on website) 9.3 Board Policy Review (update from ad hoc committee)	Motion to approve the review of fundraising by Jasmine. Seconded by Jenn. Carried. See attachment 1 The committee is in the process of reviewing the board policies. They will be reviewed on a three year

			cycle basis. Update will be presented at August meeting.
10.0	Capital Expansion Update	Page 44 of package. The bids from the contractors were substantially higher than the original estimate. The board reviewed a number of options to be deleted or deferred from construction.	Motion to accept the changes to the construction plans recommended by the Capital Task Force by Jenn. Seconded by Jasmine. Carried.
11.0	Annual Celebration Sept 27 Planning Committee	Jay asked for help organizing the celebration and AGM	Jay will ask Lisa to help and several board members offered to help on that day.
12.0	Upcoming Events	Aug 27 – Butterfly Release Sept 21, 22 – Feng Shui Workshop Sept 23 – No Place Like Home Sept 27 – Annual Celebration & AGM Oct 15 – Memorial Forest Celebration	
13.0	Adjourn	Next board meeting – Aug 20, 2023 in the Community Meeting Room	Motion to adjourn at 8:23 PM by Jasmine.

Attachment 1

At the meeting of the Board of Directors of Huron Hospice on July 18, 2023, the following motion was made and carried. The motion was made by Jenn and seconded by Robin. Huron Hospice is in compliance with the HPCO accreditation evidence requirements listed below.

Evidence Code	Evidence Required
OO.GOV.1.22	Evidence that: <ul style="list-style-type: none"><li data-bbox="618 783 1377 919">• The Board is comprised of no less than three Directors (preferably five or more), a majority of whom must be at arm's length* to each other, to the most senior staff person and/or other management staff<li data-bbox="618 930 1040 961">• No employee may be a Director<li data-bbox="618 972 1349 1066">• The composition of the Board demonstrates best practice with respect to minimizing real or perceived Conflict of Interest*
OO.GOV.2.10	Board declaration that the organization has reviewed its practices or those of third-party providers in comparison to the Canadian Code of Practice for Consumer Protection in Electronic Commerce and has confirmed that they are consistent with it
OO.GOV.3.09	Board declaration that the organization: <ul style="list-style-type: none"><li data-bbox="618 1316 1370 1381">• Accurately discloses all costs associated with its fundraising activities<li data-bbox="618 1392 1273 1457">• Does not make claims that cannot be upheld or are misleading<li data-bbox="618 1467 1357 1562">• Is sensitive in describing those it serves (whether using graphics, images, or text) and fairly represents their needs and how these will be addressed