



**Meeting of the Board of Directors**  
**Minutes**

**Date: June 20, 2023**

**Time: 7:00 pm**

**Location: Huron Hospice Community Meeting Room & Zoom**

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

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

**MISSION**  
To provide quality hospice palliative care in our rural communities

	<b>Topic or Subject</b>	<b>Highlights/Discussion</b>	<b>Outcome</b>
	<b>Conflict of Interest</b>	None indicated	
<b>1.0</b>	<b>Welcome, Opening Comments</b>	Jay introduced Hayley Morgan as potential board member.	
<b>2.0</b>	<b>Removal of items from Consent agenda</b>	Nil	
<b>3.0</b>	<b>Approval of Agenda</b>		Motion to approve the agenda by Jasmine. Seconded by Lisa. Carried.
<b>4.0</b>	<b>Approval of Consent Agenda</b>	4.1 Minutes of May 16 Board meeting 4.2 Committee Reports 4.3 Executive Director Report	Motion to approve the consent agenda by Kevin. Seconded by Jenn. Carried.

		4.4 Financial Statements Summary	
5.0	<b>Business Arising from the Minutes</b>	Nil	
6.0	<b>Board Evaluation: Results from board survey</b>	Attached as part of package	Jay found the survey beneficial. The consensus is that the board functions well. Suggested that the survey be done annually.
7.0	<b>Huron Perth Ontario Health Team Update</b>	Page 16 of package No further update.	
8.0	<b>Financial Statements as of May 31 Ontario Health Base Funding – Hospice Residences</b>	Attached as part of board package. The funding increase was included in the budget which reduces the projected deficit. Balance sheet was not available. Huron Hospice will receive an additional \$280,000 in ministry funding for this fiscal year and the next.	Motion to approve the financial statements by Jasmine. Seconded by Kevin. Carried.
9.0	<b>Revised MAID Policy implementation June 19</b>	Included in board package on page 17.	
10.0	<b>MSAA Declaration of Compliance</b>	Page 18 of package.	Motion to sign the declaration of compliance agreement by Kevin. Seconded by Lisa. Carried.
11.0	<b>Huron Hospice Executive Director Succession Plan</b>	Page 19 – 26 of package.	Decision deferred to July meeting.
12.0	<b>Past Chair Role Description</b>	Page 27 of package	Motion to accept the policy for “past chair role description” by Lisa. Seconded by Jenn. Carried.
13.0	<b>Strategic Plan 2019 – 2023: A Review</b>	Most of the plan has been accomplished over the past 3 years. A new plan will be drawn up in the fall.	

<p><b>14.0</b></p>	<p><b>Community Services Recovery Fund Grant</b></p>	<p>Page 31 of package  14.1 Mental Health Resiliency Training  14.2 Equity, Diversity &amp; Inclusion Training  14.3 Employment &amp; Service Equity Audits  14.4 Board Training Plan</p>	<p>The money will be used for staff and volunteer training. Since there will be a new board in Sept. The EDI training will take place on Thursday Nov 2. from 7 – 9 PM (in person)  Thursday Nov. 23 – Virtual  Thursday Dec. 7 - Virtual</p>
<p><b>15.0</b></p>	<p><b>Community Hospice Accreditation: Board Support</b></p>	<p>15.1 Board Declaration (Organizational Oversight)  15.2 Review of Mission Statement    15.3 Review of Conflict of Interest Policy    15.4 Description of how board policies are recorded, retained and reviewed    15.5 Board review of cost effectiveness of fundraising activities and description of process/outcome  15.6 Board assured all statutory remittances have been made</p>	<p>Changes will be made to the document and brought back to the July meeting. There was discussion regarding the mission statement and all agreed that it was still relevant. The conflict of interest policy is in the HR policy. Motion to adopt the HR policy as a board policy and reviewed annually by Lisa. Seconded by Jenn. Carried. This issue will be referred to a sub-committee and deferred to the August board meeting. Motion to form an ad-hoc committee to review how policies are recorded, retained and reviewed by Kevin. Seconded by Lisa. Carried. Chris and Willy will prepare a report for the July meeting for review.    Motion to have a statement that all remittances have been paid to be included in the ED report for each meeting by Jasmine. Seconded by Kevin. Carried.</p>
<p><b>16.0</b></p>	<p><b>Capital Edpansion Update</b></p>	<p>Page 41 - 43 of package</p>	<p>A site meeting will be held on Wed. June 21 with potential contractors. Operational funding for 2 additional beds has not been approved by ministry to date.</p>

<b>17.0</b>	<b>Upcoming Events</b>	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	
<b>16.0</b>	<b>Adjourn</b>	Next board meeting – July 18, 2023 in the Community Meeting Room	Motion to adjourn at 8:24 PM by Jasmine.