



BOARD OF DIRECTORS MEETING MINUTES

Date: July 24 2018 **Time:** 5:45 p.m.
Location: CMHA Group Room **Page:** 1 of 3
Acting Chair: Brian Crockett **Recorder:** Josie Melanson

Board Members	Brian Crockett, James Rijneveld, Terri McCartney, Peter Harrison, Jacqueline Walsh (until 7pm), Jessica Happl,
Leadership	Mike McMahon, Pat Baigent, Lynn Wardell, Sarah Aalbers
Regrets	Jennifer Ormsby, Sherry Smith, Jessica Smith, Paul Hess, Brenda Dobranski, Tiffany Birtch, Jerrod Boys
Absent	Carly Brintnell

AGENDA ITEM	ACTION REQUIRED
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	<p>CMHA Mission Statement – We pursue hope, recovery and resilience for all.</p> <p>CMHA Vision Statement - *Individuals are valued as a whole person *Dignity, respect and empowerment guide our relationships *Safe, Quality, multi-faceted mental health services are accessible and inclusive to a diverse community *Mental health services are close to home *There are no wait lists for services *Psychiatric services are timely, effective and meaningful *There are no transportation barriers to receive services *Mental health awareness and public education, erase stigma, breakdown barriers and promote health *Access to safe and affordable housing is readily available.</p>	
1.0	Welcome and call to Order – Acting Chair Brian Crockett called the meeting to order at 5:20 pm.	
2.0	Declaration of Conflict – none so declared	
3.0	Consent Agenda -	
3.1	<p>Executive Monitoring & Interpretation –</p> <ul style="list-style-type: none"> • Questions from Board Members • Organizational chart is by function not by employee 	
3.2	<p>Executive Directors Summary – as presented</p> <ul style="list-style-type: none"> • Questions from Board Members • Upcoming events for Board Information • Client BBQ August 21 2018 • Accreditation interviews (Board) Sept 17 2018, 10am-11am <p>BIRT: CMHA-Oxford Board of Directors approves the Consent Agenda of June 26 2018. MOVED: Peter Harrison SECONDED: Jacqueline Walsh CARRIED: All</p>	
4.0	Agenda – July 24 2018	
4.1	<p>Additions / Changes to the Agenda</p> <p>Add: 8.0 #3 Wilson House Update Remove: 11.00 #1 Governance Project Summary (duplicated)</p>	
4.2	<p>BIRT: CMHA-Oxford Board of Directors approves the Agenda of July 24 2018. MOVED: Jacqueline Walsh SECONDED: Jessica Happl</p>	

	CARRIED: All	
5.0	Approval of the Minutes of June 26 2018 BIRT: CMHA-Oxford Board of Directors approves the minutes of June 26 2018. MOVED: Peter Harrison SECONDED: Jacqueline Walsh CARRIED: All	
6.0	Correspondence – <ul style="list-style-type: none"> • Board Policy and Governance Standards – emailed June 27 2018 • National Update – emailed June 27 2018 • Board Orientation Day – Reminder – emailed June 29 2018 • Board Package for June 26 2018 – emailed June 22 2018 	
7.0	Board Education – CMHA Agency Services Orientation. <ul style="list-style-type: none"> • Sarah Aalbers – Manager of Peer Support and Education presented an outline of the CMHA Oxford and it's programs • Presentation is available on Health Chat for review 	
8.0	Financial Committee – Mike McMahon/Brian Crockett <ol style="list-style-type: none"> 1. Finance Orientation <ul style="list-style-type: none"> • Review reporting of financial statements presented to the Board 2. Financial Conditions and Activity <ul style="list-style-type: none"> • Fund 2 is provided by the Ministry and LHIN, Fund 3 is from Community Fundraising and donations 3. Wilson House Update <ul style="list-style-type: none"> • Sale completed • Line of Credit is now closed <p>BIRT: CMHA-Oxford Board of Directors accept the monitoring of the Finance Reporting MOVED: Terri McCartney SECONDED: Jacqueline Walsh CARRIED: All</p>	
9.0	Nominating Committee – no report	
10.0	Policy and Governance Committee Update <ol style="list-style-type: none"> 1. Role Acknowledgement Letter <ul style="list-style-type: none"> • Confirm nomination and appointment to CMHA Oxford Board of it's new members 2. Executive Committee Policy <ul style="list-style-type: none"> • Defines members of the Committee • Creates annual Calendar for the Board • Annual Performance monitoring <p>BIRT: CMHA-Oxford Board of Directors approves the Executive Committee Policy and Acknowledgement Letter. MOVED: James Rijneveld SECONDED: Jessica Happl CARRIED: All</p>	
11.0	Quality Improvement and Client Safety	
12.0	Executive Committee Update	
13.0	Business Arising –	
14.0	Accreditation – Board Plan Update <ol style="list-style-type: none"> 1. Reminder of Accreditation interviews on Sept 10 2018 	

15.0	<p>CMHA National/Provincial Update</p> <ol style="list-style-type: none"> 1. National Conference Delegates <ul style="list-style-type: none"> • Deferred to August Meeting • Looking for Board Members to attend 2. Proxy for CMHA National AGM - <ul style="list-style-type: none"> • Time line for National and Ontario AGM's to be sent out <p>BIRT: CMHA-Oxford Board of Directors appoints Mike McMahon to vote on its behalf at the 2018 CMHA Ontario Division AGM MOVED: Jacqueline Walsh SECONDED: Terri McCartney CARRIED: All</p>	
16.0	New Business	
17.0	In Camera Session	
18.0	Rise from In Camera Session	
19.0	Date of Next Meeting – Aug 28 2018	
20.0	<p>Board Meeting Evaluation</p> <ul style="list-style-type: none"> • To be completed after each meeting • Scanned and sent to Board Chair 	
21.0	<p>ADJOURNMENT</p> <p>BIRT: CMHA-Oxford Board of Directors adjourn the June 26 2018 Board meeting. MOVED: Peter Harrison</p>	

Acting Chair: Brian Crockett

Executive Director – Mike McMahon

Date: