



**Houselink Community Homes
Board Meeting Minutes
March 19, 2019**

Present: Phillip Dufresne (Chair), Linda McNeil, Mary Modeste, Colette Snyder, Mark Guttridge, Douglas Jordan, Charles Finlay, Richa Jagota, Natalie Ochrym (phone in)

Regrets: Hugh Cameron, Joann Sochor

Staff: Brian Davis, Chirysh Dupie, Peter Marra, Charlie Lior, Helen Cheung (minutes)

Introduction of Chirysh Dupie

Brian and the Board welcomed Chirysh Dupie, our new Community Development Coordinator, to the meeting. Chirysh will help build community at Houselink in general, and will be our liaison to other civic initiatives. Furthermore, she will support outreach activities such as: Board recruitment, the establishment of the New Ambassador Program, the Participant Advisory Forum, and the Link newsletter.

Approval of Agenda

Moved by: Mark Guttridge
Seconded by: Linda McNeil
Carried

Conflict of Interest

No conflict of interest declared

Approved consent Agenda Items and received the Executive Director report with an amendment - “Family Health Team” should be “Ontario Health Team”.

Moved by: Richa Jagota
Seconded by: Mary Modeste
Carried

Action: Brian will make the amendment to the Executive Director report.

Fundraising Plan for 2019/20

Peter reported on the fundraising activities and outcomes. The details are in the 2019/20 Fund Development Plan included in the Board package.

Motion to Receive the Fundraising Plan

Moved by: Mary Modeste
Seconded by: Colette Snyder
Carried

Mortgage Renewal – 47 Marlee

This mortgage of less than 5 years is being treated as an extension and therefore, the bank requires the same signatures that were used 5 years ago. Douglas, Brian and Julita signed the mortgage 5 years ago. As Julita is no longer a director, we require a new third signer. Phillip will be certified and Douglas will be approved as a one-time signing officer. We need the board to approve this resolution process.

Motion to Approve the bank's resolution

Moved by: Douglas Jordan

Seconded: Mary Modeste

Carried.

Motion to Approve Douglas as a one-time signing officer

Moved by: Linda McNeil

Seconded by: Charles Finlay

Carried.

Board Budget for 2019/20

Brian showed a bar chart comparing our revenue/expense lines to the previous fiscal.

This illustrates that the 18/19 income and expenses compared to the 19/20 income and expenses are all almost identical. Thanks to Joann for making this suggestion.

Motion to Receive and Approve the Board Budget for 2019/20

Moved by: Charles Finlay

Seconded by: Mary Modeste

Carried

CAPs Approval 2019/20

Helen and Brian explained that the Toronto Central LHIN has approved the Community Accountability Planning submission (CAPs), and that these numbers were incorporated into the 2019-20 Multi-Sector Service Accountability Agreement (MSAA). This MSAA, which was sent to Houselink a few days ago, is a three-year one, but only includes the 2019/20 targets.

Motion to Approve CAPs 2019/20

Moved by: Colette Snyder

Seconded by: Mary Modeste

Carried

Opposed: One Board member noting that the material should be sent as part of the board package and be discussed at the Q&A Committee. Brian will take this into consideration for future CAP's approval.

Nominations Committee: Current Board Standings and Skills Matrix

Mary explained that there are technically 4 openings for participant members and that the committee is currently not sure whether Hugh will finish the term. Charles and

Joann will be running for re-election as community members. Phillip will be running on the participant side.

Brian has talked to the management team and the new Community Development Coordinator about outreach. The recruitment notice is also going out in the April mailer. Brian asked participant board members to outreach to other participants, and board members discussed outreach strategies. For example, it was suggested that a leadership/board training session be held to reach out to potential candidates. The board directors also filled out the Skills Matrix and Inventory form.

In-Camera Check-In Motion

Moved by: Douglas Jordon
Seconded by: Richa Jagota
Carried

Out-of-Camera Check-in Motion

Moved by: Colette Snyder
Seconded by: Mary Modeste
Carried

Adjournment

Moved by: Richa Jagota
Seconded by: Linda McNeil
Carried