



**Houselink Community Homes
Board Meeting Minutes
February 18, 2020**

Present: Phillip Dufresne (Chair), Linda McNeil, Mary Modeste, Joann Sochor, Colette Snyder, Carole King, Steve Rogers, Charles Finlay

Phone: Richa Jagota, Natalie Ochrym

Absent: Esther Mwangi

Staff: Brian Davis, Helen Cheung, Karen Hazelton and Monica Vaus (minutes)

Board Check-in

The Board took time to conduct a check-in due to the unique challenges associated with the amalgamation process. During the conversation, Board members encouraged each other to engage and make the time for healthy debates, and support each other in doing so. All agreed to put amalgamation items to the front of the agenda, and keep the in-camera check-ins at the end of the agenda. The board will then decide if there needs to be an in-camera session.

Approval of Agenda

Moved by: Steve Rogers
Seconded by: Joann Sochor
Carried

Conflict of Interest

None

Consent Agenda Items

Receiving and approval of consent items
Moved by: Linda McNeil
Seconded by: Charles Finlay
Carried

Business Arising & Any Consent Agenda Items Requiring Action or Further Discussion - Integration Engagement Plan

Brian summarized the integration engagement plan referring to the Executive Director Report.

This is a key focus right now leading into the vote. Tenant board members, Helen and Brian reported on how some meetings have gone. One of the challenges is explaining the challenges and opportunities in a manner that will resonate with tenants. A video has been developed to assist in this area.

While we keep the message focused on the positive outcomes, it's important to convey to the membership that Houselink needs to change. The housing and health sectors are changing and because of the threats related to integration and potential revenue loss, we need to also communicate that this amalgamation is also about sustaining what our tenants both rely on, and benefit from. A number of tenants may be thinking that if they vote no, Houselink will stay the same.

Action: Brian to discuss with Gautam the resourcing of strategic communications support to assist in the coming weeks regarding engagement as well as developing messages regarding the voting outcome.

Action: Board members to convey to the Joint Governance Committee that an end of March/early April voting timeline is too ambitious to ensure there is ample time to complete the engagement process.

Action: Convene the Collaborative Working Group to discuss integration models and begin to develop messages related to voting outcomes.

Executive Director Performance Appraisal (In-Camera)

Motion to go In-camera

Moved by: Mary Modeste

Seconded by: Joann Sochor

Carried

Motion to go Out-of-Camera

Moved by: Colette Synder

Seconded by: Linda McNeil

Update from the Joint Governance Committee and Risk Management Plan

Due to time constraints, another meeting has been scheduled for Thursday, February 20th beginning at 5:30 pm in the 805 office.

3rd Quarter Financials

Joann presented the 3rd quarter statements noting that it is fairly typical to previous years whereby we are going into our last quarter with a modest surplus. What is unique to this year is that our wages line is almost on budget when normally we have more surplus in this line due to staffing gaps.

Motion to Receive 3rd Quarter Financials

Moved by: Steve Rogers

Seconded by: Joann Sochor

Carried

Board Member Absenteeism

Within a week after the Board meeting, Phillip sent a letter to Esther's home explaining our by-laws and inviting her to this month's Board meeting. Unfortunately, we have not heard from her.

Motion to remove board member

Moved by: Joann Sochor

Seconded by: Mary Modeste

Carried

Action: A letter will be sent to Esther informing her of the board's motion, but expressing sincere hope for her recovery. As per the by-laws, we will inform the membership at our AGM.

Adjournment

Moved by: Mary Modeste

Seconded by: Steve Rogers

Carried