



### OCTOBER BOARD OF DIRECTORS' MEETING

Minutes

October 10 2023

#### In attendance

Bonnie Roynon, President  
Ranjan Rupal  
Stephen Rach  
Stella Curtis  
Jamie Lowery

Stephen Sampson  
Jo-Anne Welton  
Derek Morris  
Casey Phillips  
Megan Waqué Executive Director

**Regrets:** Casey Phillips

#### Guests

Mitch Bethune                      Director Corporate Services

1.	<p><b>CALL TO ORDER</b></p> <p>The President called the meeting to order at 5:57 PM and read the Land Acknowledgement. The mission and vision statements were read in French by Stella Curtis and in English by Jo-Anne Welton.</p> <p>The President welcomed guest Mitch Bethune, who will assist in the Education Presentation.</p>	
2.	<p><b>APPROVAL OF AGENDA</b></p> <p>0089-23 It was moved by Derek Morris and seconded by Stephen Sampson</p> <p><b>"that the board approve the agenda as amended."</b></p> <p>-approval of May 8<sup>th</sup> Board of Director Meeting Minutes 2023 in item 5.</p>	<b>CARRIED</b>
3.	<p><b>DECLARATION OF CONFLICT OF INTEREST</b></p> <p>No conflict of interest declared</p>	
4.	<p><b>EDUCATION/PRESENTATIONS</b></p> <p><b>4.1 Home Style Café Business Case for Growth</b></p> <p>Mitch Bethune and Marianne Raymond presented the Home Style Café's Business Case for Growth. The presentation covered key aspects of the business case, including but not limited to:</p> <ol style="list-style-type: none"> <li>1. Current State Assessment: An overview of the current status of the Home Style Cafe.</li> <li>2. Strategic Growth Plan: Detailed strategies and tactics proposed to drive growth and enhance profitability.</li> <li>3. Financial Projections: Presentation of financial forecasts and projections associated with the proposed plan.</li> </ol> <p>Following the presentation, Board Members engaged in a thorough discussion and posed questions to Mitch and Marianne. The questions covered various aspects of the</p>	

	<p>Home Style Cafe Business Case for Growth, seeking clarification and additional information.</p> <p><b>4.2 Megan Waqué Community Living Ontario Conference Update</b> Megan and Stella attended the CLO Conference and AGM. Megan provided an update on networking opportunities and presentations based on the work in the Developmental Services Sector.</p>	
5.	<p><b>MINUTES OF BOARD OF DIRECTORS' MEETING</b></p> <p><b>5.1 Minutes of the September Board Meeting</b> 0090-23 It was moved by Stella Curtis and seconded by Jamie Lowery <b>"that the minutes of September 11 2023 Board of Directors' Meeting approved as presented"</b>.</p> <p>0091-23 It was moved by Derek Morris and seconded by Stephen Sampson <b>"that the minutes of May 8 2023 Board of Directors' Meeting approved as presented"</b>.</p>	<b>CARRIED</b>
6.	<p><b>Consent Agenda</b></p> <p><b>6.1 Executive Director's Report</b> Included in package</p> <p><b>6.2 Sustainment &amp; Development Subcommittee Report</b> Included in the package but with an error on the meeting date. It should indicate Tuesday, September 19<sup>th</sup>, instead of Tuesday, October 19<sup>th</sup> 2023.</p> <p>0092-23 It was moved by Stephen Sampson and seconded by Stephen Rach <b>"that the Board accept the ED report and committee report as amended"</b></p>	<b>CARRIED</b>
7.	<p><b>Business Arising (Committee of the Whole)</b></p> <p><b>7.1 GP 1-4 Review</b> 0093-23 It was moved by Derek Morris and seconded by Stephen Rach <b>"that the Board accept GPs 1-4 as presented."</b> GPs 1-4 will go to the sub-committee for review and updating.</p>	<b>DEFEATED</b>
8.	<p><b>MONITORING REPORT</b></p> <p><b>8.1 – EL- 8 Compensation &amp; Benefits</b> 0094-23 It was moved by Derek Morris and seconded by Stephen Sampson <b>"to certify that the Board has read the monitoring report EL-8 Compensation and Benefits and assessed it as providing evidence of compliance with a reasonable interpretation of the policy"</b>.</p> <p><b>8.2 – E2 Living in the Community</b> 0095-23 It was moved by Ranjan Rupal and seconded by Stella Curtis <b>"to certify that the Board has read the monitoring report E2 Living in the Community and assessed it as providing evidence of compliance with a reasonable interpretation of the policy"</b>.</p> <p><b>8.3 - EL – 1 General Executive Constraints</b> 0096-23 It was moved by Jamie Lowery and seconded by Stella Curtis <b>"to certify that the Board has read the monitoring report EL-1 General Executive</b></p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p> <p><b>CARRIED</b></p>

	<p><b>Constraints and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</b></p> <p><b>8.4 - EL – 4 Financial Condition</b> 0097-23 It was moved by Stella Curtis and seconded by Derek Morris <b>“to certify that the Board has read the monitoring report EL-4 Financial Condition and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</b></p> <p><b>8.5 – EL - 5 Asset Protection</b> 0098-23 It was moved by Ranjan Rupal and seconded by Stephen Rach <b>“to certify that the Board has read the monitoring report EL-5 Asset Protection and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</b></p> <p><b>8.6 – EL– 6 Emergency Executive Succession</b> 0099-23 It was moved by Stephen Rach and seconded by Stella Curtis <b>“to certify that the Board has read the monitoring report EL-6 Emergency Succession and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</b></p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
<p>9.</p>	<p><b>Executive Director’s News</b></p> <ul style="list-style-type: none"> <li>• Megan provided an update on Strategic Planning. A draft calendar is being developed for external and internal engagement. This will be a blend of surveys and face-to-face meetings. The Board would like to incorporate Strategic Planning as a standing agenda item with updates.</li> <li>• Megan provided an update on the partnership with Madison Avenue Homes. Megan is meeting with them on Thursday evening meeting, and several community partners such as CMHA, Karis Disability, and LIPI will participate.</li> <li>• Megan will be on vacation for the December Board Meeting, can we pick a different date? The Board agreed to December 18<sup>th</sup> 2023.</li> </ul>	
<p>10.</p>	<p><b>IN CAMERA</b> 0100-23 It was moved by Stella Curtis and seconded by Jamie Lowery <b>“that we go in camera”</b></p> <p>0101-23 It was moved by Stella Curtis and seconded by Ranjan Rupal <b>“that we go out of camera”</b></p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
<p>11.</p>	<p><b>BOARD EVALUATION</b></p> <ol style="list-style-type: none"> <li>a) <b>Ends:</b> Tickly down benefit, but not directly on point to Ends. Could we ask Bob Fetterly what a meeting should look like for improvement?</li> <li>b) <b>Board Governance:</b> Lots of discussion about front-line activities, good presentation, comprehensive. In order to improve, stay on point with presentations, what do they want from the Board?</li> <li>c) <b>Order &amp; Decorum:</b> Yes, no blows – no suggestions for improvement.</li> <li>d) <b>Education:</b> Yes, but it’s fuzzy – nothing for improvement.</li> </ol>	

	e) <b>Participation:</b> Yes, more activity than others, reference: JA with Home Style Café questions.	
12.	<b>CONFIRMATION OF NEXT MEETING</b> The next Board meeting will be held at 741 Wallace Road on Monday November 13 2023	
13.	<b>ADJOURNMENT</b> 00102-23 It was moved by Stella Curtis and seconded by Derek Morris <b>"that the meeting be adjourned"</b>	<b>CARRIED</b>

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Bonnie Roynon, President

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Megan Waqué Executive Director