

2019 – 2020 Annual General Meeting
Tuesday September 22, 2020 – 5:00PM
Via Zoom

	Present:	<p>Board Members: Janet Cosier (Chair), Liz Snider (Vice Chair), Bob Long (Vice-Chair), Terry Gilhen (Secretary), Terry Lee (Treasurer), Jacques Pelletier, Sandy Shaw, Katie Weststrate, Deb McGuire Regrets: Michèle Le Blanc</p> <p>Board nominees: Helen McGuire and Don Palmer Regrets: Dorothy Thomson, Ian Donald</p> <p>Community members: Liz Sutherland, Serena Fortin (Allan & Partners), Sherry Long</p> <p>RCHS Staff Members: Michele Bellows (Chief Executive Officer), Anne Caron, Kelly Robinson, Onalee Randell, Christa Dales Donnelly, Lisa Needham, Jane Page-Brown,</p>
1.0	Call to Order	<p>Board Chair Janet Cosier called the meeting to order at 5:00pm and welcomed all in attendance. She recognized fellow Board members and others in attendance including new Board member nominees, RCHS staff, leadership team, and members of the public.</p>
	Adoption of Agenda	<p>Motion: That the agenda for the 2019 / 2020 Annual General Meeting be approved as circulated. Moved by: J. Pelletier Seconded by: Liz Snider Carried.</p>
2.0	Adoption of Minutes from June 25, 2019 AGM	<p>Motion: That the minutes of the June 25, 2019 Annual General Meeting be approved as circulated. Moved by:, T. Gilhen Seconded by: B. Long Carried.</p>
3.0	Chairperson’s Report	<p>J. Cosier commended the RCHS leadership team on the new look and design of the Annual Report which included a fulsome overview of the activities of the past year.</p> <p>Highlights contained in the report from a governance perspective included:</p> <ul style="list-style-type: none"> - Modernization and streamlining of Board processes such as the annual work plan - Streamlined meeting agendas to focus on strategy and policy - Enhanced education for Board members including community partner presentations <p>J. Cosier also acknowledged the contributions of departing Board Directors Liz Snider and Jacques Pelletier, noting that this would also be highlighted later in the agenda.</p> <p>She also thanked the staff and fellow Board members for all their work and contributions over the past year.</p>

4.0	CEO Report	<p>M. Bellows welcomed everyone to the AGM and shared several program highlights from the past year that RCHS is involved with, such as:</p> <ul style="list-style-type: none"> - Introduction and evolution of Ontario Health Teams and the establishment of the Lanark, Leeds and Grenville – Connected for Care (OHT) - Development of the regional oral health and lung health programs - Increased primary care intake of new clients - Area food security initiatives <p>She explained how the last six months have been particularly challenging in responding to the Covid-19 pandemic and that service delivery has been greatly impacted. However, RCHS has been able to respond quickly and provide service in a variety of way, to maintain client care via virtual appointments as well as traditional face to face visits to ensure client and staff safety.</p> <p>She extended sincere thanks to the staff and board for their continued support and commitment.</p>
5.0	2019-2020 Financial Report	<p>T. Lee, Chair of the Finance and Audit Committee, reported that the organization achieved another successful audit and put forward the recommendation on behalf of the Committee that the 2019-2020 Financial Report be approved by the members.</p>
6.0	2019-2020 Auditor's Report	<p>J. Cosier introduced Serena Fortin of Allan and Partners who provided an overview of the audit financial process and the financial highlights.</p> <p>She noted that due to Covid-19 the audit had to be completed virtually with many documents sent either by email or delivered in hard copy. She thanked Anne Caron and the Finance Team at RCHS for all their diligence and assistance in providing all the documentation necessary to carry out the audit.</p> <p>In response to questions she provided the following observations:</p> <ul style="list-style-type: none"> - RCHS Finance Committee provides sound oversight in regards to the financial operations which includes providing all the necessary information to conduct a thorough audit - In regards to the overall financial systems and controls, the audit did not identify any internal control issues; had there been any issues they would have been identified in the report to the Finance and Audit Committee and in the Audit Management Letter <p>Motion: That the Auditor's Report for 2019-2020 and RCHS' 2019-2020 Audited Financial Statements be accepted.</p> <p>Moved by: T. Lee Seconded by: B. Long, Carried.</p>

		<p><u>on which term extension recommendations will be made by the Board to the Members, provided such policies are not inconsistent from these by-laws.</u> This will provide both staggered terms and stay within the <u>seven (7)</u> year maximum time frame for serving on the board. The number of Directors to be elected is determined by terms of office that have expired and by vacancies.</p> <p>3.3i No person may serve for more than <u>seven (7)</u> consecutive years as a Director of the Board of Directors, but any person may be eligible for election to the Board after an absence of one (1) year following service for <u>seven (7)</u> consecutive years as a Director.</p> <p>Moved by: J. Cosier Seconded by: T. Gilhen Carried.</p>				
9.0	<p>Recommendation of Board Members 2020 – 2021</p> <ul style="list-style-type: none"> - Appointment of new Board members - Reappointment of Board members - Extension of terms of office of Board members 	<p>T. Gilhen described the nomination process and introduced this year’s slate of nominees, including new nominees and the returning Board members. He explained that two Board members, Ian Donald and Terry Lee are being nominated for a one year term extension in line with the by-law revision and supporting governance policy.</p> <p>New nominees Helen McGuire and Don Palmer briefly described their background. Though Dorothy Thompson was unable to attend the meeting, T. Gilhen provided a brief overview of her credentials.</p> <p>Motion: That the following Board members and new nominees be elected for 2020-21 for the following terms:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>For a 1 year term:</u> Helen McGuire Dorothy Thompson Don Palmer</p> </td> <td style="width: 50%; vertical-align: top;"> <p><u>For a 3 year term:</u> Terry Gilhen</p> </td> </tr> <tr> <td style="vertical-align: top;"> <p><u>For a 2 year term:</u> Katie Weststrate Sandy Shaw</p> </td> <td style="vertical-align: top;"> <p><u>For a 1 year term extension:</u> Ian Donald Terry Lee</p> </td> </tr> </table> <p>Moved by: J. Cosier Seconded by: L. Snider Carried.</p>	<p><u>For a 1 year term:</u> Helen McGuire Dorothy Thompson Don Palmer</p>	<p><u>For a 3 year term:</u> Terry Gilhen</p>	<p><u>For a 2 year term:</u> Katie Weststrate Sandy Shaw</p>	<p><u>For a 1 year term extension:</u> Ian Donald Terry Lee</p>
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10.0	<p>Recognition of Retiring Directors</p>	<p>J. Cosier congratulated outgoing Board members Jacques Pelletier and Liz Snider and thanked them for their support and contributions to the Board over the past 6 years. In their respective roles, Jacques as Chair, and Liz as Vice Chair (both for four year terms) both have been role models and mentors in</p>				

