

## KLINIC COMMUNITY HEALTH

### BOARD OF DIRECTORS MEETING MAY 30, 2018

#### MINUTES

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#### **IN ATTENDANCE:**

**Board Members:** MaryStella Anidi (teleconference), Allison Fenske, Graeme Findlay, Pat Finkbeiner, Ian Goodall-George, George Heath, Terrance Machalek, Natalie Mulaire, Conrad Padilla, Marc Rivard, Nora Schwetz, Lynn Scruby, Jan Schubert, Barb Weselak (teleconference)

**Regrets:** Tara Mangano

**Management:** Nicole Chammartin, Holly Banner, Kathie Timmermann

**Guests:** Karyn Glass and John Gray, booke & partners

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1. **Call to Order and Announcements** – The Chairperson called the meeting to order at 5:35 PM. The agenda was reviewed and accepted.

2. **Upcoming Events and Announcements**

June 3: Pride Parade

June 20, 11:30am-1pm Annual General Meeting; tickets available on line.

September 19, 5:30 pm: Next Regular Board meeting.

3. **Approval of Past Minutes** – The Board reviewed the previous minutes.

**IT WAS MOVED** and seconded that the Board of Directors of Clinic Community Health approved the Board of Directors minutes dated March 21, 2018. **CARRIED**

4. **Reports**

4.1 **Social Justice Committee (SJC)** – The Executive Director referred Board members to the minutes of March 7 and May 2 as well as information on the Kairos Blanket Exercise which will be held directly following the Annual General Meeting on June 20. This exercise will precede a series of monthly reconciliation educational presentations at lunch time for staff beginning in the fall. The main SJC priorities have been the two working groups: the Reconciliation Position Paper and the Harm Reduction Statement, and continued mapping of the work plans.

4.2 **Executive Director** – The Executive Director referred to the report included in the board package. She highlighted the Art installation by Clinic's Art Therapy Group participant; the third party reporting for survivors of sexual assault; and increased accessibility for Trans Health through education sessions. Board members were encouraged to review the Mental Health Strategy; Clinic is preparing a submission on how we can help implement the strategy.

The booke & partner auditors arrived.

**5. Review/Approve Draft Audited Financial Statements to March 31, 2018**

booke & partners, Klinic's auditors, distributed the draft audited financial statements (referred to as draft because they have not been approved by the Board) and the Status of the Audit Report. The auditor presented these statements which provided a comparison report for two years (2017 and 2018) for the various funds.

Klinic received a clean audit opinion for 2017/18; there are no outstanding issues, and no recommendations from the auditor. Klinic ended the year with an excess of \$330,494; an amendment was made to Note 3 of the 'Notes to the Financial Statements' and will be made. The Board moved to accept the financial statements as amended.

**IT WAS MOVED** and seconded that the Board of Directors of Klinic Community Health accept the Audited Financial Statements to March 31, 2018 as amended. **CARRIED**

The auditors provided a report to the Board regarding the audit of the Schedule of Compensation over \$50K, noting that the majority of full time employees are included on this list. Copies are available upon request.

The Board agreed to appoint booke & partners as auditors for 2018/19.

**IT WAS MOVED** and seconded that the Board of Directors of Klinic Community Health appoint Booke & partners as Klinic auditors for the 2018/19 fiscal year. **CARRIED**

The Chairperson, on behalf of the Board, thanked the current Secretary/Treasurer for his 14 years of service to the Klinic as this was his last meeting prior to stepping down.

**6. In Camera Session****6.1 Meeting with Auditor**

**IT WAS MOVED** and seconded that the Board of Directors of Klinic Community Health move In Camera. **CARRIED**

Staff members left the meeting at this time. In Camera discussions ensued.

The In Camera discussion ended and staff members returned.

The booke & partners auditors left the meeting.

**6.2 Building Planning Committee Report** – The Committee Chairperson distributed a document prepared based on receipt of Class B Estimates which indicated the design development cost for the redevelopment of 167 Sherbrook was significantly over budget. The original budget was approximately \$3 Million; the estimate was approximately \$5 Million. Scope creep factors were outlined including a full mezzanine level rather than a partial, and the increase in interest rates. It was noted that without a full mezzanine, lease space would not be available

(which is revenue generating). Next steps outlined included preparing funding applications for various grants and creating a fund development strategy.

One of the significant grants that Klinic will be applying for indicates the project cannot be started prior to the grant application, or the application becomes ineligible. This application is due this summer and will be reviewed by the end of September. If successful, Klinic will be invited to Stage 2.

Given the above factors, the Board agreed that further design development would cease until the outcome of the grant applications is known. This will result in a delay of the project.

The Committee Chairperson reported a community partner has expressed interest in purchasing Klinic's building at 870 Portage.

The Board expressed appreciation the work of the Building Planning Committee.

### 6.3 Executive Director Evaluation Committee

**IT WAS MOVED** and seconded that the Board of Directors of Klinic Community Health move In Camera. **CARRIED**

Staff members left the meeting at this time. In Camera discussions ensued.

The In Camera discussion ended and staff members returned.

### 7. Adjournment – 7:10 PM