

**KLINIC COMMUNITY HEALTH**

**BOARD OF DIRECTORS VIRTUAL MEETING DECEMBER 16, 2020**

**MINUTES**

---

**IN ATTENDANCE:**

**Board Members:** Rafiq Andani, Teresa Dukes, Allison Fenske, Graeme Findley, Amanda Houssin, Stephanie Loewen, Kathy Majowski, Natalie Mulaire, Hannah Pratt, Morgan Stirling, Robert Winslow

**Regrets:** Dana Riccio-Arabe

**Management:** Holly Banner, Janet Smith, Nicole Chammartin, Sandy Fotty & Sharlaine Glowatsky (minutes)

---

1. **Call to Order** - The Chair called the meeting to order at 6:05pm. The Board reviewed the agenda and decided to move item 5 after the Executive Director Report and part of the in camera discussion.

**IT WAS MOVED** and seconded to adopt the agenda with the change to item 5 as set by The Board of Directors. **CARRIED**

2. **Presentation – Crisis Program** – Janet Smith, Manager of Outreach (Farm, Rural & Northern) and Sandy Fotty, Manager of the Crisis Program provided a presentation on crisis program services including information on the call volumes, survey data with input from other Canadian crisis call centres, and the impacts that COVID has had on callers and services.

The Board Chair thanked Janet & Sandy for their presentation and vast knowledge and support of the crisis program. The Board expressed gratitude for the efforts of Janet, Sandy and the staff and volunteers of the crisis program during the pandemic and the hope they inspire in many.

Janet and Sandy left the meeting at this time.

3. **Review / Approval of Previous Board Minutes** – The Board reviewed the previous minutes from the Klinik Board Meeting on November 18, 2020.

**IT WAS MOVED** and seconded to approve the Board of Directors minutes dated November 18, 2020 with the changes as discussed. **CARRIED**

4. **Financial Statements** – The Director of Finance reviewed the Financial Statements ending October 30 2020 with the Board of Directors. She confirmed that Payworks, the payroll processing company, deducts and submits the source deductions each pay on Klinik's behalf to Canada Revenue Agency.

IT WAS MOVED and seconded to approve the Financial Statements ending September 30 2020 as distributed.

**CARRIED**

5. **Financial & IT Risk Review** – item was moved to in camera.

6. **Committees & Reports**

- a. **Nomination & Governance** – the committee chair reported and referred to the minutes of December 10, 2020 and advised.
- i. **Audit Tender** – The board discussed the drafted audit tender, request for proposals document as distributed. It was recommended that the proposal deadline date be changed and included a deadline time before distributing to vendors.
- b. **Social Justice Committee** – The committee co-chair reported that the meeting was rescheduled for January due to staff having been redeployed. She expressed gratitude for the support of the two Masters of Human Rights students for their work with the committee on the Klinik Rights & Responsibility document. She noted that their help was immensely appreciated by the committee.
- c. **Executive Director (ED) Report, September through Mid November 2020** - The ED referred to this report included in the board package.

The ED reported that a potential partnership with West Broadway community partners is being developed and be centered around low barrier, affordable housing and supports led by the West Broadway Community Organization.

A new partnership with MACH partners Nine Circles, Women's Health Clinic and SERC to build off Klinik's Assessment Site and build a community response to COVID including 7 days a week services. The board expressed gratitude and praised Ayn and Andrew's efforts in developing and implementing the same-day service expansion and assessment site services at Klinik. The Board Chair acknowledged the ED's efforts to maintain the same-day service, assessment clinic and developing partnerships with community partners.

Finally, Klinik with the initial fund development program with Giving Tuesday presence, has its first Facebook and Linked In sites and was followed by a holiday campaign focused on crisis services.

**7. In Camera Item**

**IT WAS MOVED** and seconded to go In Camera.

**CARRIED**

Sharlaine Glowatsky and Nicole Chammartin left the virtual meeting.

**8. Adjournment** – The meeting was adjourned at 8:00pm.