



CMHA/PEEL BRANCH Board Meeting Minutes

May 24th, 2011
6:15 P.M.

7700 Hurontario

Present: Frank van Nie, Chair
Janine Elias Joukema
Ranil Mendis
Jeanette Schepp
Sandy Milakovic, CEO & Secretary
Hanzla Tariq
Kevin Duffy
Ron Dabor
Bertha Jacov, Recorder

Regrets: Keith Ward, Juan Arangote

1. Board Education:

N/A

2. Call to Order/Check-In

The Chair, Frank van Nie, called the formal part of the meeting to order at 6:25 p.m.

3. AGM

The Youth Troop that performed at the Concurrent Disorders Conference will be contacted to see if they are available to perform for 10 -15 mins prior to the panel presentations.

AGM panel:

- Frank van Nie
- Peter Andruski
- Gellian Redway

Responsibilities:

- Chairing - Frank van Nie
- Audit Committee - Juan Arangote
- Nominating Committee Report - Hanzla Tariq
- By-law changes - Keith Ward, back-up Ron Dabor
- Introduction & Thank you to staff - Janine Elias Joukema
- Introduction & Thank you to retiring Board members - (Kevin Duffy, Karen Murphy, Juan Arangote, Ranil Mendis, Linda Nasato and Rebecca Wellum) – Frank van Nie
- Introduction of the Youth Troop, panel & facilitating questions & answers - Jeanette Schepp, back-up Janine Elias Joukema
- Registration Table/escorting special guests to meet Board members – Ron Dabor and Jeanette Schepp.

4. Approval of Agenda

MOTION: 1.5.24.11

On the motion duly moved by Janine Elias Joukema and seconded by Ron Dabor.

IT WAS RESOLVED THAT: the Agenda be approved with the additions of:

- **6.6 Karen's Resignation**
- **6.7 The lease at 241 Clarence**
- **6.8 The Wellness Plan**

Carried.

5. Declaration re: Conflict of Interest

None

6. Approval of Minutes

(Apr 26th, 2011 Board Meeting Minutes)

MOTION: 2.5.24.11

On the motion duly moved by Jeanette Schepp and seconded by Hanzla Tariq.

IT WAS RESOLVED THAT: the minutes of the Apr 26th, 2011 Board meeting be approved with the addition to 11.3 Annual Board Planning - the Board agreed to change GP #2j to remove the budget amount and to add the Board will approve the budget annually.

Carried.

7. Board Means

6.1 Retreat Follow-up

Ralph's mini-retreat report was included in April's Board package. Sandy and Frank spoke with Ralph and discussed additional next steps to Ralph's recommendations:

Ralph has offered to hire a graphic designer to design a strategy map at no cost.

The following were discussed and the Board decided that although important the workload was quite heavy right now.

In September we will look at task groups and consider:

- An environmental scan.
- Issues and incidents inventory (things that are on the radar from a Board perspective).
- Collecting existing indicators (additional indicators may come out of Accreditation).
- Proposing additional indicators

6.2 CEO Performance Appraisal/Performance Agreements

Discussion held in camera at the end of the meeting.

6.3 AGM

Discussion held at the beginning of the meeting.

6.4 Nominating Committee

Juan Arangote has decided to resign which creates 1 Board member vacancy and 1 Audit Chair vacancy. Juan has said he may stay on the Audit Committee.

Mark Howarth has said he is interested in the Audit Chair position.

There will be 10 Board members that will be nominated at the AGM.

Proposed Terms:

Board Member	Term
Frank Van Nie	3 Year
Janine Elias Jookema	3 Year
Hanzla Tariq	1 Year
Juan Arangote	1 Year
Ron Dabor	2 Year
Keith Ward	1 Year
Jeanette Schepp	3 Year
Mark Howarth	2 Year
Gilles Paquette	2 Year
Jack Kamrad	3 Year
Karine Morin	1 Year

6.5 CMHA Ontario AGM

6 delegates are allowed based on our membership total. Proxies were signed at the meeting. To be handed in by May 27th.

Frank, Sandy and Ron will attend CMHA Ontario AGM on Friday, June 10th

6.6 Karen's Resignation

MOTION: 3.5.24.11

On the motion duly moved by Kevin Duffy and seconded by Hanzla Tariq.

IT WAS RESOLVED THAT: the Board accepts Karen Murphy's resignation with appreciation for her years of service.

Carried.

6.7 Lease at 241 Clarence

MOTION: 4.5.24.11

On the motion duly moved by Janine Elias Joukema and seconded by Hanzla Tariq.

IT WAS RESOLVED THAT: the Board approved the 1 year lease (Aug 1st, 2011 to July 31st, 2012) at 241 Clarence for the annual base rent sum of \$25,410.00.

Carried.

6.8 Wellness Plan

MOTION: 5.5.24.11

On the motion duly moved by Hanzla Tariq and seconded by Jeanette Schepp.

IT WAS RESOLVED THAT: the Board approved the Wellness Plan as an ongoing budget item as well as the additional funding of \$20,000 for fiscal year 2011/2012.

Carried.

8. Ownership Linkage

N/A

9. EL Policy – Monitoring & Policy Change

8.1 EL #2d Financial Conditions & Activities

MOTION: 6.5.24.11

On the motion duly moved by Jeanette Schepp and seconded by Kevin Duffy.

IT WAS RESOLVED THAT: the Board received the monitoring report EL #2d Financial Conditions & Activities and determined the interpretations are reasonable and that the data proves compliance with the revision of the date from August 31st, 2009 to March 31st, 2011 in the second paragraph.

Carried.

10. Ends

9.1 Global & Second Level Ends Monitoring

MOTION: 7.5.24.11

On the motion duly moved by Janine Elias Joukema and seconded by Ranil Mendis.

IT WAS RESOLVED THAT: the Board received the monitoring report for the Global & Second Level Ends and determined the interpretations are reasonable and the data serves as evidence that we are moving towards achieving our Ends.

Carried.

11. Consent Agenda

10.1 United Way Funding Agreement & Allocation Report

MOTION: 8.5.24.11

On the motion duly moved by Hanzla Tariq and seconded by Kevin Duffy.

IT WAS RESOLVED THAT: the Board approved the Funding Agreement and Allocation Report for 2011/2012 Community Priorities Funding with United Way.

Carried.

12. Board Self Evaluation

11.1 Form

Frank collected forms.

13. Next Meeting Agenda - June 14th, 2011 – 7700 Hurontario

14. Volunteer Forms

Some Board members handed in their forms.

15. Meeting Process Review

MOTION: 9.5.24.11

On the motion duly moved by Hanzla Tariq and Ranil Mendis.

IT WAS RESOLVED THAT: the Board move in camera.

Carried.

MOTION: 10.5.24.11

On the motion duly moved by Hanzla Tariq and Ranil Mendis.

IT WAS RESOLVED THAT: the Board move out of in camera.

Carried.

16. Adjournment

MOTION: 11.5.24.11

On the motion duly moved by Ranil Mendis.

IT WAS RESOLVED THAT: the Board meeting be adjourned.

Carried.

The meeting was adjourned at 9:15 p.m.

Signatures below indicate the final, approved copy of the minutes:

Frank van Nie, Chair

Sandy Milakovic, Secretary

Date: _____

Date: _____