

THE KAWARTHA-HALIBURTON CHILDREN'S AID SOCIETY
BOARD OF DIRECTOR'S MEETING
Thursday, February 17, 2005
5:00 p.m.
1100 Chemong Road, Peterborough, Ontario

Attendees

Roy Wood
Linda Gendron
Tom Flynn
Wayne Thomson
Garry Herring

Walter Johnstone (Chair)

Mollie Cartmell
Jack Watkins
John Merriam
Pina Melchionna

Faye McGee
Robert Pierson
Jim McMahan
Glenn Pagett

Staff

Hugh Nicholson, Executive Director
Linda Mitchelson, Director of Child Protection Services
Joan Conrad, Manager Children in Care

Foster Parents

Allen Bell
Barb Bell
Arnell Bonner

Regrets

John Connolly
Shelley Matthews
Andrew Hoggarth

Bill Wellman
Robin Read
Bev Cooney

Recorder – Laura Pemberton

1. **CALL TO ORDER**
Walter Johnstone called the meeting to order, and welcomed members of the Foster Parents Association.
2. **CORRESPONDENCE**
All of the correspondence was included in the Board Package. No comments or questions were raised.
3. **APPROVAL OF AGENDA**
Amended - Add item 8(b) – Announcement by Glenn Pagett.

Motion #1

Motion to approve the Agenda as amended.

Moved by Jim McMahan

Seconded by John Merriam

Carried

- (b) **CONFLICT OF INTEREST**
None raised.

4. **APPROVAL OF PREVIOUS MINUTES**

Motion #2

Motion to approve the minutes of the meeting held January 20, 2005.

Moved by Jack Watkins

Seconded by Tom Flynn

Carried

5. **BUSINESS ARISING**

None

6. **EXECUTIVE DIRECTOR'S REPORT**

The report was distributed in the package prior to the Board Meeting.
In addition to the report distributed to the Board:

- ❑ Walter Johnstone and Hugh will be meeting with the Chief at Hiawatha First Nation on March 7th. The Board at Hiawatha has met and appointed a representative to sit on the KHCAS Board. The new representative should be attending the next Board meeting.
- ❑ Peterborough Systems Table (Collaborative planning of children's services). Currently in the final states of creating their Terms of Reference.
KHCAS representation for Lindsay - Linda Mitchelson; for Haliburton – John Britton, Peterborough – Hugh Nicholson.
These groups will endeavor to establish how best to share resources through effective management.
- ❑ Hugh discussed statistics published in the Funding and Services Analysis Report from OACAS (April 1, 2004 – September 30, 2004).
Some of these figures were included in the February E.D. Report.
Hugh suggested that the Board and Finance Committee may be interested in tracking these figures as they provide useful comparative information.
Some categories highlighted are:
 - ❑ Child Protection Services Non-Residential
 - ❑ Residential Services (Children In Care)
 - ❑ Foster Care Expenditures
 - ❑ Program Support Costs
 - ❑ Central Administration Costs
 - ❑ Travel Expenses (Travel includes foster parents, staff and volunteer drivers)
- ❑ A meeting with the Ministry is to be held on March 8th regarding the new funding formula. Our Board can have representation at this meeting which is to be held in Newmarket. Following the announcement meeting, a meeting to discuss Differential Response Model is planned.

Discussion followed.

Motion #3

Motion to accept the Executive Directors Report as presented by Hugh Nicholson.
Moved by Faye McGee Seconded by Linda Gendron Carried

7. **FINANCE AND RESOURCE COMMITTEE REPORT**

Glenn Pagett provided a verbal report of the February 17th meeting in Andy Hoggarth's absence.

Motion #4

Motion to accept the verbal report of the Finance Committee as presented by Glenn Pagett.
Moved by Glenn Pagett Seconded by Jim McMahon Carried

Finance Report and Lindsay Renovation Update

Carolyn Hagg provided highlights from the Finance Committee.

- ❑ Finance Committee had requested that an analysis be prepared which compared the actual funding dollars received from the Ministry with the funds that would be received if our funding dollars had been kept in line with the rate of inflation. At this point, the only category that was analyzed was salaries.
This is a valuable tool to be used during funding discussions with the Ministry.
Carolyn will prepare a full report and provide it to the Board for the next meeting.

Lindsay Renovation Update

- ❑ Carolyn to investigate the status of the renovations, architects drawings and building permits.
- ❑ Due to staffing issues, the usual financial spreadsheets/reports will not be available this month.

Motion #5

Motion to accept the verbal Finance Report and Lindsay renovation update as provided by Carolyn Hagg.

Moved by Glenn Pagett Seconded by Garry Herring Carried

Motion #6

Motion to accept the minutes of the Finance Committee meeting held on November 18, 2004 and minutes of the Finance Committee meeting held December 16, 2004.

Moved by Glenn Pagett Seconded by John Merriam Carried

- (b) Glenn Pagett announced his retirement from the Board.

8. AGENCY GOVERNANCE COMMITTEE REPORT

Motion #7

Motion to accept the minutes of the Agency Governance Committee meeting held December 8, 2005.

Moved by Tom Flynn Seconded by Linda Gendron Carried

Tom provided a verbal report of the Governance Committee meeting that was held on February 9, 2005. Among the issues discussed were:

- ❑ Board membership and Board size
- ❑ Motions that were to be presented to the Board for approval. These motions were listed in the Agenda for tonight's Board meeting.

Tom proceeded to make motion that each of the two Motions to amend the Agency Bylaws be approved.

Motion #8

MOTION That Kawartha-Haliburton Children's Aid Society Bylaw 6.02 'Rotating Directors' be amended by replacing the third sentence, beginning with "A representative of the Native Community...." with the following sentence:

“Two representatives of First Nations be appointed, on an annual basis, one of whom shall be appointed from Curve Lake First Nation, the other of whom will be appointed from Hiawatha First Nation”.

Moved by Tom Flynn

Seconded by Roy Wood

Carried

Motion #9

MOTION That Bylaw 20.1 “Dissolution of the Society” be deleted and replaced with the following:

“The Corporation may be dissolved by a motion by the general membership. In the event of dissolution (other than in the context of a merger which has received the approval of the Ministry and meeting the requirements of the Corporations Act or succession legislation) any remaining assets after all liabilities have been satisfied, shall be disposed of according to regulations established by the Province of Ontario under the Child and Family Services Act or Corporations Act. Community assets accumulated in private funds shall be directed to charitable organizations whose work is solely in Ontario and is consistent with the vision of the corporation.

The Board of Directors, or the Executive Director upon the direction of the Board, shall:

1. Provide to all employees due notice (or compensation in lieu) in accordance with current legislation;
2. Notify in writing all individuals associated with the agency (Foster Parents, Adoptive Parents, Volunteers) before the general public is notified of the Agency’s intention to dissolve;
3. Notify the general public through media coverage.
4. Not transfer or assign any of its assets without consent of the Director of Child Welfare appointed pursuant to The Child and Family Services Act.”

Moved by Tom Flynn

Seconded by Linda Gendron

Carried

Mollie Cartmell presented the following Motion for Board approval regarding Bylaw 5.06 – Honorary Memberships.

Mollie read the Honorary Membership – Agency Bylaw 5.06.

This motion supports removing the last sentence of the bylaw, which reads, “Upon accepting the Board’s nomination, the nominee becomes a honorary member of the Society for life.” Removal of this sentence would allow the Board to appoint honorary members posthumous.

Motion #10

Motion that the last sentence of Agency Bylaw 5.06 which reads, “Upon accepting the Board’s nomination, the nominee becomes a honorary member of the Society for life” be removed from Agency Bylaw 5.06.

Moved by Mollie Cartmell

Seconded by Jack Watkins

Carried

Discussion regarding criteria for selection followed. Criteria will be developed by the Governance Committee and brought to the Board for approval.

Motion #11

Motion to accept the verbal report of the Agency Governance Committee as presented by Tom Flynn.

Moved by Tom Flynn

Seconded by Mollie Cartmell

Carried

9. **SERVICES COMMITTEE REPORT**

Motion #12

Motion to approve the minutes of the Services Committee meeting held on December 14, 2004.

Moved by John Merriam Seconded by Jim McMahon Carried

John provided a brief verbal report of the Services Committee meeting that was held on February 8, 2005. Among the issues discussed:

- ❑ Quarterly statistics were reviewed. Some reworking of the report is necessary and the Committee will review at next meeting.
- ❑ The Committee was provided with statistics regarding the placement of Children in Care.
- ❑ The Agency adoption targets have been met.
- ❑ The Committee is reviewing a paper regarding the use of physical punishment. This item will be brought to the Board at a future date.
- ❑ The Committee reviewed the Serious Occurrence Report for the year. The numbers were affected by inaccurate recording of occurrences (some occurrences had been reported more than once).
- ❑ The Committee reviewed a report on the opening and closing statistics relating to foster homes. John reported that there were various reasons for the closure of homes.
- ❑ The process that an application to become a foster home follows was discussed. A new FTE will be hired to support this area.

Motion #13

Motion to accept the verbal report of the Services Committee meeting held on February 8, 2005 as presented by John Merriam.

Moved by John Merriam Seconded by Wayne Thomson Carried

10. **FOUNDATION REPORT**

Report presented by Pina Melchionna:

- ❑ Plans underway for the Wine Tasting Gala to be held on April 30, 2005. This Gala will be held at Holiday Inn, and will include wine tasting, silent auction and dancing. Ticket price is \$85.00 – details to follow.

Motion #14

Motion to accept the verbal Foundation report as presented by Pina Melchionna.

Moved by Pina Melchionna Seconded by Linda Gendron Carried

11. **ACCREDITATION COMMITTEE**

Verbal report provided by Pina Melchionna

- ❑ The Accreditation Committee met with the Governance Committee and the Executive Committee for a one-day workshop to review all Governance policies. Revisions of the policies were made. These policies will now be brought back to the Accreditation Committee for possible further revision and approval.
- ❑ An annual Board strategic planning meeting was suggested at the Policy Workshop. A possible date during the summer is being investigated. Details to follow.

Motion #15

Motion to accept the verbal Accreditation Committee report as presented by Pina Melchionna.

Moved by Pina Melchionna Seconded by John Merriam Carried

14. **OTHER BUSINESS**

Youth for Youth concert is being held at Market Hall on February 17 and 18 to raise money for the Peterborough Youth Emergency Shelter. Tickets are \$8.00 each.

Linda Gendron thanked all Board members who volunteered to judge the upcoming debates being held in Peterborough.

It is membership renewal time. Please complete your membership form and forward the form and the \$10.00 membership fee to Laura as soon as possible. Your tax receipt and membership card for the year will be delivered to you.

15. **ADJOURNMENT****Motion #16**

Motion to adjourn the meeting.

Moved by Glenn Pagett Carried

 President

 Date

Family Services Act or Corporations Act. Community assets accumulated in private funds shall be directed to charitable organizations whose work is solely in Ontario and is consistent with the vision of the corporation.

The Board of Directors, or the Executive Director upon the direction of the Board, shall:

1. Provide to all employees due notice (or compensation in lieu) in accordance with current legislation;
2. Notify in writing all individuals associated with the agency (Foster Parents, Adoptive Parents, Volunteers) before the general public is notified of the Agency's intention to dissolve;
3. Notify the general public through media coverage.
4. Not transfer or assign any of its assets without consent of the Director of Child Welfare appointed pursuant to The Child and Family Services Act."

Moved by Tom Flynn

Seconded by Linda Gendron

Carried

Mollie Cartmell presented the following Motion for Board approval regarding Bylaw 5.06 – Honorary Memberships.

Mollie read the Honorary Membership – Agency Bylaw 5.06.

This motion supports removing the last sentence of the bylaw, which reads, "Upon accepting the Board's nomination, the nominee becomes a honorary member of the Society for life." Removal of this sentence would allow the Board to appoint honorary members posthumous.

Motion #10

Motion that the last sentence of Agency Bylaw 5.06 which reads, "Upon accepting the Board's nomination, the nominee becomes a honorary member of the Society for life" be removed from Agency Bylaw 5.06.

Moved by Mollie Cartmell

Seconded by Jack Watkins

Carried

Motion #11

Motion to accept the verbal report of the Agency Governance Committee as presented by Tom Flynn.

Moved by Tom Flynn

Seconded by Mollie Cartmell

Carried

Motion #12

Motion to approve the minutes of the Services Committee meeting held on December 14, 2004.

Moved by John Merriam

Seconded by Jim McMahon

Carried

Motion #13

Motion to accept the verbal report of the Services Committee meeting held on February 8, 2005 as presented by John Merriam.

Moved by John Merriam

Seconded by Wayne Thomson

Carried

Motion #14

Motion to accept the verbal Foundation report as presented by Pina Melchionna.

Moved by Pina Melchionna

Seconded by Linda Gendron

Carried

Motion #15

Motion to accept the verbal Accreditation Committee report as presented by Pina Melchionna.

Moved by Pina Melchionna Seconded by John Merriam Carried

Motion #16

Motion to adjourn the meeting.

Moved by Glenn Pagett Carried