

**THE KAWARTHA-HALIBURTON CHILDREN'S AID SOCIETY
BOARD OF DIRECTORS MEETING**

May 17, 2007

5:00 p.m.

1100 Chemong Road, Peterborough, Ontario

In attendance

Jack Watkins (President)

Linda Gendron

Mollie Cartmell

Bill Wellman

Jennifer Broderick

Wayne Thomson

Robert Messacar

Lesley McRae

Jonathan Bennett

Bill Buys

Jill Worden

Regrets:

Robert Pierson, Lesley McRae

Guest

Cory McMullen

Staff

Hugh Nicholson, Executive Director

Linda Mitchelson, Director of Client Services

Leo Cook, Manager of Finance

Joan Conrad, Director of Quality Assurance and Management Services

Recorded by Laura Ross

1. Call to Order

Jack Watkins welcomed Cory McMullen to the Board meeting. Cory is being nominated to the Board of Directors.

2. Correspondence

Included in the board package.

Card of thanks from Linda Mitchelson

Letter from Minister Chalmers, pledging to work with our agency and encouraging us to work with the Ministry on new initiatives

Receive from Foster Parents Association; Jack will discuss the correspondence during the new business section of the meeting

3. Approval of previous minutes

Motion #1

Motion to approve the minutes of April 2007

Moved by Jonathan Bennett

Seconded by Bill Wellman Carried

4. Approval of Agenda

(a) Conflict of interest – none declared

Motion #2

Motion to approve the agenda

Moved by Jill Worden Seconded by Mollie Cartmell

5. Business arising

None at the moment

6. ED Report

- In addition to the report.
- Numbers dropped to 315 and quickly rose back to 319.
- Group care placements have increased. Hugh is to meet with Linda and Marion.
- A Child in Care report has been received by the office and will be reviewed by Linda, Marion and Hugh.
- Public relations – Hugh distributed the draft of the poster and the brochure that we are having printed.
- Board member suggested that a banner might be printed to hang outside of our building.
- A release from the parents regarding the child in the hat is needed.
- Is there any issue with the Peterborough Petes? Pamphlet to be sent to Ken Jackman to review and give approval.
- Jack and Hugh met with Peterborough County Council and with Jeff Leal. A rough draft of the brochure was distributed at that time. Hugh and Jack discussed outcomes and future direction of the agency.
- The feedback was excellent.
- Representation on the Board was raised by Tom Flynn, Jack advised that we are represented 1/3 Peterborough County, 1/3 City of Peterborough and 1/3 City of Kawartha Lakes.
- It will take a year or more to put the systems in place to meet the mandates of the Ministry
- Jeff Leal to approach the Ministry with a 5 year formal agreement regarding funding to achieve our objectives. Mr. Leal agreed to approach the Minister. Thank you letter to be sent.
- Reeve of Norwood would like to work more closely with the Society in the Norwood area.
- Annual Plan Summary was distributed to the members.
- Any member wishing to receive the full annual report can contact Laura for transmission. (Copy to be attached to the minutes).
- At the Eastern Zone discussion took place regarding a new committee which will look at new standards, outcomes and the implications of the timelines involved in meeting outcomes. Further details to follow in the fall.
- A workload study is being prepared to identify the resource implications of meeting the current Ministry standards. Cost measures will be analyzed as well.

- Kudos to Hugh for brochure and poster.

Motion #3

Motion to go into camera to discuss a legal issue.

Moved by Linda Gendron Seconded by Rob Messacar Carried

Motion #4

Motion to exit camera

Moved by Robert Messacar Seconded by Bill Wellman Carried.

7. Finance and Human Resource Committee

- Verbal report by Bill Wellman.
- Meeting date for Finance Committee will remain on the same date as the Board meeting.
- Change to policies regarding quorum. This committee will use 2 for the number required for quorum.
- Leanne Mitcheson reported on long term disability handling by Morneau Sobeco.
- There are currently 8 grievances to deal with.
- Management came forth with a 1.4 deficiency in the budget.
- The Board asked for a plan to balance the budget.
- Management worked on the plan and managed to decrease the deficiency to \$457,000.00.
- In order to balance the budget the agency would have to cut significant portions of funding for many programs. This would result in an inability to provide those services.
- The committee has recommended a deficiency of \$450,000.00, with a view to go to the Ministry to discuss ways to balance our budget.
- The committee is asking the Board to pass a budget that is deficient by \$450,000.00.
- Discussion of the budget continued.
- The current climate of the agency is one of change as mandated by the Ministry. The changes may take quite a while and at present we are not aware of the implications of these changes. There may well be additional costs involved with these changes.
- Staffing costs will go over budget, in the child protection area and in the adoption area.
- Children in care may cause the budget to go over the current budget.
- This is a tight budget; however it is really no different than the situation in the past dealing with budgets.
- This budget represents managements' best guess at costs.
- Each year that money is cut from our budget represents funds that we will not have reimbursed in future funding.
- At present we do not know what our Block 2 funding will be.

Motion #5

Motion to recommend an expenditure of \$23,937,517 with expectation of an unfunded receivable of \$457,000

Moved by Bill Wellman Seconded by Robert Messacar Carried

Motion #6

Motion that Agency staff will have a discussion with the Ministry official regarding reimbursement of the receivable.

Moved by Bill Wellman Seconded by Rob Messacar Carried

Motion #7

Motion to approve the minutes of the Finance and Human Resources Committee from March 15, 2007

Moved by Bill Wellman Seconded by Wayne Thomson Carried

Motion #8

Motion to receive the verbal report of the Finance and Human Resources Committee.

Moved by Bill Wellman Seconded by Jill Worden Carried

- Discussion took place regarding the process of the presentation of the Agency Budget.
- Some Board members are feeling uncomfortable with this process and do not feel that they have a full understanding of the Budget and its issues.
- The wishes of the board to review the budget well in advance of any voting requirements by the board.
- The audited financial statements will also be delivered at the last moment for approval by the Board.
- The board will meet for a special meeting to review and approve the budget

8. Strategic Positioning Committee

- Committee quorum for this Committee will be 3 members.
- Motion to approve March 2007 Committee minutes (withdrawn).
- Discussion of the internal complaints review panel was discussed.
- Bill Buys shared his experience with sitting on the Panel.
- The committee suggested that all board members be given the opportunity to sit on the Panel.
- The Committee will be presenting information sessions for the Board. These will be 15-20 minute sessions. These sessions will commence in September.

- Role of our agency in coordination with other agencies regarding concerns of youth and children. A strategy will be devised to include community partners in the raising of children.

Motion #9

Motion to accept for information, the verbal report from the Strategic Positioning Committee

Moved by Wayne Thomson Seconded by Bill Buys Carried

9. Agency Governance and Public Relations Committee

- No public relations update – Hugh was not able to attend the meeting.
- Brief accreditation update – no new information.
- Update from Joan on bill 210 – update on standards, staff training is intensive and is ongoing.
- The governance committee felt that a short information session would be of interest in terms of new processes and new software. Joan will investigate and report at a later date.
- Update on complaints process and were happy to learn that there was only one complaint this month. This may not be the norm, but this is a positive trend that we must celebrate.
- Ongoing issue with oacas regarding information. The committee is unsatisfied with the response that they have received from oacas. The committee is looking for guidance.
- Governance issues will be placed on the governance committee’s work plan for next year. Other CAS’s may want to join in with this mandate.
- The United Way’s Lisa Smith may be able to provide some information to the agency in terms of governance.

Motion #10

Motion to accept for information, the verbal report of the Agency Governance and Public Relations Committee.

Moved by Jonathan Bennett Seconded by Jill Worden Carried

Rotation of board members will be addressed by the Agency Governance and Public Relations Committee

10. Annual General Meeting Planning

- There has been a change to the meeting time. It seemed to work better to have the meeting in the evening.
- The meeting will take place June 21, 2007 at the Peterborough Canoe Museum. The Board will meet at 6:30, and the general meeting will begin at 7:00.
- Michael Clemons office has indicated that he will not be available to speak. The search for a speaker will continue with a confirmation ASAP.

11. Other Business

- Receipt of letter from foster parents. Jack will do some research on the issue and prepare a response.

12. Nominations Committee Report

- Rob Messacar declared conflict of interest and withdrew from the vote.
- Cory McMullan will be nominated to the Board.
- Sharon McKeiver will be nominated to the Board.
- Ratification of the nominations will take place at the AGM.

Motion #11

Motion to accept for nomination for new board member Cory McMullan

Moved by Jill Worden Seconded by Jennifer Broderick Carried

Motion #12

Motion to accept for nomination for new board member Sharon McKeiver

Moved by Jill Worden Seconded by Jennifer Broderick Carried

<p>Board Tenure list will be circulated by email and a poll of Board members will be taken via telephone</p>

Motion #13

Motion to adjourn the meeting

Moved by Jill Worden