

Algoma

Nurse Practitioner-Led Clinic

Board of Directors AGM Meeting Minutes

June 25, 2018

Time: 5:00 p.m.

Algoma NPLC Boardroom

Present:

Wendy Payne

Christena Laitinen

Eric McCooney

Giulian Diluzio

Stephen Hussey

Lyndsay Suurna

Cathy Nichols

Brenda Warnock

Staff:

Dominic Noel

Ashley Gearing (Recording Secretary)

Guests:

Joe Ruscio

Call to Order

Wendy called the meeting to order at 5:16pm – quorum of board members present.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda as presented with the following amendment – presentation of the auditor to be the first thing on the agenda and the removal of the policy discussion.

Motion Moved; Motion Seconded.

All in Favour – Carried

Approval of Previous AGM Minutes

Motion to approve the June 12, 2017 AGM meeting minutes as presented.

Motion Moved; Motion Seconded.

All in Favour – Carried

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Presentation of the Auditor

Joe Ruscio from Joe Ruscio Professional Corporation was present to give a report on the audit findings from the 2017-2018 financial statements. Some discussion and questions about the R & R Funding wording ensued. There was a question about the funds to be paid back to the ministry; dividing the funds into a restricted cash vs. working capital was discussed.

Report of the Chair

A report was presented with the Chair highlighting key points from the past year. Appreciation for Eric McCooye's six year of service was expressed & he was thanked for his wisdom and work in the secretary position. The resignation of a board member was postponed. The strategic plan and the addition of "Foster Growth and Development" as the new fifth priority was reviewed. Governance Committee developed a new evaluation schedule to help keep the board improving. A Board task calendar was created and will be uploaded to the portal on the main calendar. All relevant documents uploaded to the portal. The clinic has reached a full complement of staff and is slowly but steadily increasing patient population. The chairs report is to be amended to reflect the fact that the 2014-15 repayment to the ministry of \$275,984 has been approved but not yet made.

Motion to accept the Chair's report as amended.

Motion Moved; Motion Seconded.

All in Favour – Carried

Treasurer's Report

A review of the audit report and the annual financial reports was given by Giulian.

Motion to approve the March 31, 2018 audited financial statements and audit report as presented.

Motion Moved; Motion Seconded.

All in Favour – Carried

Motion to appoint Joe Ruscio Professional Corporation as the auditor for the Algoma Nurse Practitioner-Led Clinic for the 2018-2019 fiscal year, as we have agreed previously on a 5 year service contact (renewable annually) with Joe Ruscio Professional Corporation signed in 2017 and we have been satisfied with their service.

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Motion Moved; Motion Seconded.
All in Favour – Carried

Nominating Committee

The report of the nominating committee was presented.

Motion to except the offer of Lyndsay Suurna to take on the board secretary role.

Motion moved; Motion seconded

All in favour- Carried

Motion to hold board member applications from Doug Abbott(Contractor) and Andrew Metcalfe (NP) pending further discussion at the September general meeting.

Motion moved; Motion seconded

All in favour- Carried

Lyndsay Suurna to contact Andrew Metcalf NP, Christina Laitinen to contact Doug to notify that their applications have been received and further communication to be had in September.

Board Resolutions

No new bylaw changes are suggested this year.

Adjournment

Motion to adjourn at 6:04pm

Lyndsay Suurna, Board Secretary

Date of Approval