

Algoma

Nurse Practitioner-Led Clinic

Board of Directors AGM Meeting Minutes

June 20, 2023

Time: 5:30 p.m.

Sault College – Room L1120

Present:

Doug Abbott

Debbie Graystone

Cyrus Sagart

Terry Scott

Susan Schikofsky

Lisa Bumbaco

Paul Cassan

Staff:

Dominic Noel

Ashley Gearing

Regrets:

Ryan McLeod

Guests:

Mario Bruni (Auditor)

Call to Order

The meeting was called to order at 5:45pm – quorum present.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda as presented.

Seconded and Carried.

Presentation of the Auditor

Dominic provided an introduction of the auditor Mario Bruni.

Mario Bruni from Joe Ruscio Professional Corporation was in attendance to provide a presentation of the Auditor Report for the year-ended 2022-2023. Mario provided a brief

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review and highlights of the financial statements and reported a fair opinion. A few of the highlights were as follows,

1. Cash and Short Term Investments were higher last year due to the nursing retention bonus funding thus explaining the difference between last year and this year.
2. Repayable to the Ministry is now \$224,788 total, \$35,463 of which is from the unused budget from this year.
3. A note was made that the Service Fees in the Expenditures section includes the Mental Health and Addictions Funding Spending.
4. Short Term investments under “Statement of Cash Flows” includes Capital Expansion grant and GIC.
5. It was reported that the Algoma NPLC was in good financial position at year-end 2022-2023.

Motion to approve the March 31, 2023 audited financial statements and audit report as presented.

Seconded and Carried.

Motion deferred to appointment of Joe Ruscio Professional Corporation as the auditor for 2023-2024 fiscal year until a quote of services received to determine if going to market is required.

Approval of Previous AGM Minutes

Motion to approve the June 7, 2022 AGM meeting minutes as presented.

Seconded and Carried.

Report of the Chair

The annual Chair Report was presented, which highlighted accomplishments from the past year and strategic plans for the upcoming year. Doug advised he would be stepping down as Board Chair but would still be on the board as a regular member for one more year to finish out his term.

Motion to accept the Chairs report as presented.

Seconded and Carried.

Nominating Committee

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The report of the nominating committee was presented. Dominic announced the candidates for the Chair position, Terry Scott and Debbie Graystone. Debbie announced her desire to withdraw her nomination for the Chair position. No further nominations were made, therefore Terry Scott was the sole nominee.

Motion to accept the nomination of Theresa Scott as the Board Chair.
Seconded and Carried.

In light of the vacancy of the Vice Chair position, a nomination of Susan Schikofsky for Vice Chair was made. Susan accepted the nomination, no further nominations were brought forward.

Motion to accept the nomination of Susan Schikofsky as the Vice Chair.
Seconded and Carried.

The Treasurer position was accepted by Ryan McLeod. The Secretary position vacancy was discussed, no volunteer nominees came forward, therefore Susan accepted the role with her Vice Chair position. Other committee positions will be discussed further and determined in September.

Board Resolutions

The Board Policies were reviewed and amended throughout the year. Additional review and amendments will take place throughout the next board fiscal year.

The By-Laws were amended throughout the year to increase membership from 7 to 8 members. No further amendments were made to the By-Laws at this time.

Adjournment

Motion to adjourn at 6:43pm

Board Meeting Evaluation

1. Was this a good use of your time? – Yes

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2. What did we decide?
 - A. Motion to approve the March 31, 2023 audited financial statements and audit report as presented.
 - B. Motion to accept the Chairs report as presented.
 - C. Motion to accept the nomination of Theresa Scott as the Board Chair.
 - D. Motion to accept the nomination of Susan Schikofsky as the Vice Chair.

Doug Abbott, Board Chair

Date of Approval