



**NEAR NORTH PALLIATIVE CARE NETWORK**  
2025 Main Street West, North Bay, Ontario, P1B 2X6  
Phone: (705) 497-9239 1-800-287-9441  
Fax: (705) 497-1039  
E-mail: [office@nnpcn.com](mailto:office@nnpcn.com)  
Website: [www.nnpcn.com](http://www.nnpcn.com)



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**NNPCN Board of Directors Meeting**  
**January 11<sup>th</sup>, 2020**  
<https://us02web.zoom.us/j/434866370>

*The Near North Palliative Care Network would like to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe of Nipissing First Nation on lands covered by the Robinson-Huron Treaty territory.*

*Le Réseau de soins palliatifs tient à reconnaître que la terre sur lequel nous réunissons est le territoire traditionnel de l'Anishinaabe de la Première Nation du Nipissing sur les terres couvertes par le territoire du traité Robinson-Huron.*

**1. Call to Order**

Darren Renaud called the meeting to order at 6:00 PM.

**2. Attendance**

**Directors:**

Darren Renaud, *Chair*  
Scott Taylor, *Secretary*  
Sr. Winnifred McLoughlin, *Motherhouse Liaison*  
Nadine Jensen, *Regulations*  
Cam Ducharme, *Mattawa Lead*  
Lana Richardson, *Hagar/Sturgeon Falls Lead*  
Linda Bishop, *Director-at-Large*

**Regrets:**

Joan Burnett, *Honorary Board Member*  
Jenny Leblond, *Vice Chair*  
Michael Lowe, *Treasurer*  
Rev. Fraser Williamson, *Almaguin Lead*  
Dr. Ryland Steel, *Psychometrics*

**Guests:**

None

**Staff:**

Monica Do Coutto Monni, *E.D.*

**3. Welcome and Introduction**

Darren Renaud welcomed those present and proceeded to approval of Motions at 6: PM.

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### 4. Approval of Agenda

#### **{Motion 2021-01-01}**

*Moved by Linda Bishop and Seconded Cam Ducharme by THAT the Agenda of January 11<sup>th</sup>, 2020 Board of Directors' meeting of the Near North Palliative Care Network be approved with amendments. All in favour. Carried.*

### 5. Declaration of Conflict of Interest

No conflict of interest was declared.

### 6. Approval of Minutes.

Approval of Minutes of December 14<sup>th</sup>, 2020.

#### **{Motion 2021-01-02}**

*Moved by Fraser Williamson and Seconded by Jenny Leblond THAT the Minutes of the Board of Directors' meeting held Monday, December 14<sup>th</sup>, 2020 be approved with amendments and THAT the Chair be authorized to sign them. All in favour. Carried.*

### 7. Guests. None.

### 8. Executive Reports. With these Minutes.

8.01. Executive Director and Staff Portfolios Reports.

8.02 Palliative Care Interdisciplinary Funding Report.

### 9. Board Reports

9.01. **Treasurer's and Finance Committee's Report.** We closed 2019-20 fiscal year in good shape, \$231,203.36 CAD as of 12.05.19 in Caisse Populaire General Account. A good part of it are grant dollars to be spent in the current 2020-2021 fiscal year. However, Bingo expenses for mileage were growing with our growing services but with the COVID situation, the Bingo Hall closed in March, and Volunteers are working from home, so mileage expenses have come to a halt. SRI finalized by Felicia. Jenny reported current budget, budget projection 2021-22, investments, earmarking recommendations, next CAPS (with these Minutes).

#### **9.02. Satellite Team Reports. New Satellite Team Quarterly Meetings on Zoom.**

a) **West Nipissing.** Lana reported that things are slowly going along, they have bereavement phone clients and a few in-person palliative visits. Volunteers are very reticent to do phone calls. No interest to join as new volunteers. McGuinty Funeral Home is temporarily closed to in-person visits until the end of COVID.

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b) **Mattawa.** Cam reported that Wanda is doing an in-person palliative visit. He met Sr. Ginette briefly. She is well. May Lou is open to phone visits. Things are going well, COVID numbers are zero. Chantal is doing the bereavement support if need be. New Volunteer Wanda Pritty in training. Cam and Sr. Ginette will attend the Conference. Cam contacted Mel and she is going for surgery on February 5<sup>th</sup>. Wanda has limited bandwidth. Linda Minor is totally taken by nightshifts. Cam proposed we organize a Zoom meeting for Mattawa region stakeholders to raise awareness about NNPCN.

c) **Almaguin.** Fraser reported that there was an online meeting on December 1<sup>st</sup> with the attendance of 3 volunteers. There are more clients than volunteers for now. He has 3 volunteers waiting to be matched with clients. One match with a client now. Usually in the winter volunteers in Almaguin go the US but this year they are not travelling and available to accept palliative clients. Fraser is organizing a Zoom bereavement group session with new volunteer Lesley, Funeral Director of the Optowiski Funeral Home. He will organize in the auction of Lana's picture next week. Bev Beavis can proxy Fraser when his schedules is conflicting between NNPCN meetings and curling.

d) **Hagar.** Newly trained volunteer Lindsay MacLean helping Lana locally.

9.03. **Regulations.** Nadine, Jenny, and Monica updated our By-Laws in the new format of non-profit charities. Board to review and motion to approve revised By-Laws this meeting. Nadine and Scotty watched Brian Tramontini's presentation about Stratim database and shared their perceptions with the Board. It was decided that Brian Tramontini will be invited to a final presentation to the whole Board.

## 10. Business Arising from Minutes

### 01. Review and approval of final draft of By-Laws

Motion to approve revised NNPCN By-Laws 2021.

#### **{Motion 2021-01-03}**

*Moved by Jenny Leblond and Seconded Scott Taylor by THAT the revised NNPCN By-Laws 2021 be approved and THAT the Chair be authorized to sign them. All in favour. Carried.*

### 10.02. Follow up earmarking NNPCN funds: investments/NOHFC/salaries

Jenny recommended that NNPCN goes for the one-year contract with Lane MacDermid. The Board agreed to go ahead and draft a contract. We do not need a formal motion.

Motion to use reserves for a one-year contract for Lane MacDermid.

#### **{Motion 2021-01-03}**

*Moved by Jenny Leblond and Seconded Fraser Williamson by THAT NNPCN uses part of their reserves for a one-year contract for Lane MacDermid to continue in a full-time position for the 2021-2022 fiscal year. All in favour. Carried.*

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Jenny recommended that we invest \$50,000.00 in a monthly saving account and \$50,000.00 in a one-year or 18-month GIC account.

**10.03. Follow up. Invite Brian Tramontini to one last presentation at a Board meeting.** Monica to send a Doodle pool to schedule the date of Brian's presentation either during next Board meeting or on a separate Monday.

## 11. New Business.

**11.01. Nomination of a volunteer to the June Callwood Award 2021.** Wanda Bradley Baril, Linda Minor, Kelly Ann Smith, Doreen Davey, Val Sheekey. Monica to follow up with the Board by email.

## 12. In Camera. None

## 13. Information Sharing.

Monica shared that NNPCN has reached the point of growing to portfolios under staff leads. This is the seed for future departments under their respective managers in some years from now. The next step for the upcoming years is to retain trained staff, 10-year Strategic Planning, Quality Assurance processes, Board, and staff succession planning. Assets and Liabilities must be more closely considered from now on.

**Assets** are stakeholders who:

- 1) are loyal, and consistently defend the Mission and interests of their organization.
- 2) add Value to their organization, with collegial constructive attitude, significant concrete contributions, and efficient work.

**Liabilities** are stakeholders who:

- 1) defend external / personal interests in clear conflict with the current directions of their organization and detract from their organization's current efforts.
- 2) bring tensions and instigations into their organization, do not value the efforts of Board, Executive Director, staff, volunteers, and fail to bring any significant contribution to their organization.

Good organizations retain assets. Promotion and retention of stakeholders within NNPCN are merit-based and follow ongoing internal process of training and evaluation. We will work to fill positions within the organization with a growing number of high-quality professional profiles.

**14. Accomplishments.** Monica was officially admitted by two Ivy League universities: Illinois U and Cornell. She completed the Summer Course of Illinois U. MBA, grade 90.675 in 100. She is now completing the Executive Healthcare Leadership Certification at Cornell U. and the Statistics primer and preparatory courses at Illinois. She decided to do the MBA at a slow pace.

## 15. Next Board Meeting. MONDAY, FEBRUARY 08<sup>TH</sup>, 2021, 6 PM (Zoom Teleconference):

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**16. Adjournment.**

Adjournment called at 7: pm. Motion by Lana Richardson.

**Darren Renaud**  
*Chair of the Board*

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