



NEAR NORTH PALLIATIVE CARE NETWORK
Main Office at St. Joseph's Motherhouse
2025 Main Street West, North Bay ON, P1B 2X6
Phone: 705-497-9239 1-800-287-9441 Fax: 705-497-1039
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NNPCN Board of Directors Meeting April 11th, 2016

1. Call to Order

Chair Darren Renaud called the meeting to order at 5:30 PM.

2. Attendance

Executive Director: André Cotterall, *E.D.*

Directors: Darren Renaud, *Chair*
Linda Bishop
Marlene Silva Lamarche
Carol Owens
Debbie Sloss

Regrets: Joan Burnett, *Honorary Board Member*
Tamela Price–Fry, *Vice-Chair*

Staff: Monica Do Coutto Monni, *Secretary of the Board*

3. Welcome and Introduction

Darren Renaud and André Cotterall welcomed those present, and proceeded to approval of the Agenda.

4. Approval of Agenda

{Motion 2016-04-01}

Moved by Carol Owens and Seconded by Debbie Sloss THAT the Agenda of April 11th, 2016 Board of Directors' meeting of the Near North Palliative Care Network be approved. All in favour. Carried.

5. Declaration of Conflict Of Interest

No conflict of interest was declared.

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6. Approval of Minutes.

Approval of Minutes of February 08th, 2016.

{Motion 2016-04-02}

Moved by Carol Owens Seconded by Debbie Sloss THAT the Minutes of the Board of Directors' meeting held Monday, February 08th, 2015 be approved with amendments and THAT the Chair be authorized to sign them. All in favour. Carried.

Minutes of Monday, March 07th, 2015

No quorum at the meeting. Amendments approved, no motion needed

7. Guests. None.

8. Executive Report

André gave the most current statistics of our numbers of active clients.

We have 77 active Bereavement Clients, 48 carry overs (62%) and 29 new (38%), divided into the categories below:

- Volunteer Investment 6%
- Individual Sessions 31%
- Day Program 27%
- Intake 23%
- Waitlist 13%

We have 31 active Palliative Clients, 1 carry over and 30 new.

The total of clients served in the last four years and the percentage of growth was as below:

Year	Total Served	% Increase/Decrease
2012-13	218	Year 1
2013-14	346	+59%
2013-15	480	+38%
2015-16	459	-4.4%

9. Committee Reports

9.01. Treasurer's Report

André presented the Balance Sheet as at 31/03/2016 (filed with these Minutes). We are getting \$12,000.00 that had been clawed back from West Parry Sound and André is getting information on how to manage these funds. We didn't advocate to get the \$9,000.00 that we could have gotten for the Near North Palliative Care Network in due time and we lost it. For André, personally, the back's and forth's with Andrew Brown have been very confusing and he is still probing on the information with Bob Sloss and Jenny Leblond, to understand how the miscommunication occurred for the \$9,000.00 for the

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NNPCN and how to deal with the \$12,000.00 that belong to West Parry Sound. Darren said that we need to know if there is liability or risk with the sum and if there are any constraints on how to deal with the sum. André said that in terms of year-end we are in good shape, there will be updates on that next meeting.

9.02. **Standing Committees.** Deferred.

10. **Business Arising From Minutes**

10.01. **West Parry Sound**

André presented the Hospice West Parry Signing of Amendment with NELHIN (filed with these Minutes). We are still allocating dollars to West Parry Sound for the time being.

10.02. **Almaguin Palliative Care Team**

André said that Almaguin sent all their dissolving paperwork but they had to resubmit all the paperwork because of their charitable status. We do not have a clear idea on the proportional representation of representatives of other areas in the NNPCN Board. There will be a meeting with the Almaguin team to finalize the process of amalgamation and André needs Board representation in the meeting.

10.03. **Membership fees**

The Board needs to decide on how to define our Membership for the NNPCN. Darren said that many charities have small membership fees like \$1 or \$5/year, and he would go with something between \$5 and \$10, because it is manageable for the member. André said that the lawyer recommended a slightly higher fee, something like \$25. Darren asked the Board to vote, and the Board approved \$5. Darren will bring the text of the Amendment for the By-Laws to the next Board meeting.

10.04. **Nipissing Serenity and End of Life Committee**

André met with the representatives of the proposed hospice at the Davedi Club. The Community Partners dissected the plan. He presented the Work Plan to the Board, and said it is all about process.

Darren said that he does not see the LHIN pulling the plug of the NNPCN funding because we have been contributing to the community for 26 years. Closing us would be an unpopular decision. Monica added that the NNPCN has survived thanks to the work of independent retired volunteers contributing to a good cause they believed in.

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10.05. New Horizons for Seniors \$25,000 Grant

André said that we received the grant money. The work was done 6 months ago. He presented the Project guidelines (filed with these Minutes). He is currently selecting the Project Team. The Team will bring a presenter to talk about Care for the Caregiving, as one of the opening activities of the Project. The project has to be developed in 12 months with the Final Report at the last month of the project. It is seed money for future projects of the NNPCN. The budget for that is \$6,000 to the Project Coordinator. Carol said they hope to start on June 4th.

10.06. Upcoming Fundraising

Carol said that she has the tickets to sell for the Music Night Fund Raiser at St. Peter's and that we should have representation of the Board at the event because representation is noticed.

André said that he is very proud of the Music Night Fund Raiser at Mattawa. They do an amazing job and he will be there.

André submitted (online for the first time) the grant for the Butterfly Release and he is debating who to hire and if he is going to allocate his time to the Butterfly Release during the summer.

11. New Business

11.01. Donation

Linda Bishop donated \$100 in the name of Rick Bishop.

11.02. Consolidated Meetings via OTN

Debbie Sloss suggested that all NNPCN teams have a monthly general meeting together, via OTN for the first part of the meeting, and then a second part for their own local business, which is a great communication strategy.

11.03. Raising Awareness about the Difference between the NNPCN and Serenity Hospice

The Board discussed that Serenity Hospice is doing marketing on the Nugget and radio about their brand. The population is being led to the misperception that the project of the Serenity Hospice is the only hospice that there is in the community. The community and our volunteers are not quite aware of the facts.

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Darren requested that we send a Fact Sheet or a FAQ to all volunteers to clarify about the difference between the NNPCN and the project of the Serenity Hospice. To put the process to roll, André offered to send an email to the Board with the first bullet points of information, so that the FAQ is created by the Board with the position of the NNPCN. Darren also requested that the Fact Sheet be distributed at the incoming NNPCN fund raising events to raise awareness about the NNPCN.

12. Strategic Plan. Deferred.

13. In Camera.

14. Information Sharing.

15. Accomplishments.

16. Next Board Meeting. Monday, May 16th, 2016, 5 PM, at the Office at St. Joseph's Motherhouse.

Board meetings recurrence: March, April, May, September, October, and February for operational Board meetings. December Meeting: Year-end Potluck Celebration.

17. Adjournment.

Adjournment called by Darren Renaud at 8:30 PM. Moved by Linda Bishop.

Darren Renaud
Chair of the Board

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