



NEAR NORTH PALLIATIVE CARE NETWORK

347 Sherbrooke Street, Suite 302, North Bay, Ontario, P1B 2C1

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NEAR NORTH PALLIATIVE CARE NETWORK BOARD OF DIRECTORS MEETING October 20th, 2014

1. Call to Order

Chair Tamela Price-Fry called the meeting to order at 5:26 PM.

2. Attendance:

André Cotterall, E.D.

Directors:

Tamela Price-Fry, *Chair*

Andrew Brown, *Treasurer*

Linda Bishop

Marlene Lamarche

Monica Do Coutto Monni (Meeting Secretary)

Regrets:

Darren Renaud, *Vice-Chair*

3. Welcome and Introduction

Tamela Price-Fry welcomed those present and proceeded to approval of Agenda.

4. Approval of Agenda

{Motion 2014-10-01}

Moved by Linda Bishop and Seconded by Marlene Lamarche.

THAT the Agenda of October 20, 2014 Board of Directors' meeting of the Near North Palliative Care Network, be approved, as presented.

All in favour. Carried.

5. Declaration of Conflict Of Interest

No conflicts of interest were identified or declared.

6. Approval of Minutes

Minutes of September 22, 2014 were approved.

{Motion 2014-10-02}

Moved by Marlene Lamarche and Seconded by Linda Bishop.

THAT the Minutes of the Board of Directors' meeting held Monday, September 22, 2014 be approved and the Chair be authorized to sign them.

All in favour. Carried.

7. Guest Speakers

None.

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8. Committee Reports

8.01 Treasurer Report – Andrew

Printed copy archived with the hard file of the Minutes. Andrew agreed to be NNPCN Treasurer for one more terms.

Motion to purchase a working laptop for the use of the Treasurer.

{Motion 2014-10-03}

Moved by Linda Bishop and Seconded by Marlene Lamarche.

*THAT a working laptop be purchased for the use of the Treasurer. All in favour.
Carried.*

8.02 Bereavement update – André and Monica

Monica said that the newly-trained Bereavement and Grief Volunteers are in mentoring, two of them will facilitate the Group Session from October 23rd to December 18th (Cecelia Seidler and Brittany Landry). Three of them will facilitate individual sessions (Brittany Landry, Brenda Geden and Carol Fleming). Brenda accepted to be mentored on how to do the initial screening. Cecelia offered to help with the editing of the Second Edition of our Manuals. Anne-Marie Smith, harpist, confirmed her presence to the last Group Session, during which she will be playing to the group.

André shared that Ryland Steel, doctorate candidate in Clinical Psychology, is selecting screening tools to help us screen profiles whose working skills fit our job description for NNPCN volunteer.

9. Executive Director Update

ED provided a verbal summary related to this month's operations. We have 20 new Palliative clients, and 35 Bereavement new clients. He is in dialogue with the Discharge Planner at the hospital and the CCAC aiming at joint effort around the concept of shared care action plan among the three agencies.

10. Business Arising From Minutes

10.01 By-Law update – André

André sent the latest version of our By-Laws to the attorney for revision.

10.02 AGM update - André

On November 27, from 6 to 9 PM, at École secondaire catholique Élisabeth-Bruyère, Mattawa. The insurance has been sent to the School Board and approved. The catering has been selected and the local hockey team volunteers to serve us. NNPCN founder Joan Burnett will be a guest speaker. Tamela created the certificates of recognition and will have them printed. Tamela also confirmed the bus line and her husband will drive it. Linda Bishop will contact the bus line.

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Motion to give \$150 in gift certificates to Harold Fry for driving the bus.

{Motion 2014-10-05}

Moved by Marlene Lamarche and Seconded by Linda Bishop.

THAT \$150 in gift certificates be given to Harold Fry for driving the bus. All in favour. Carried.

Motion to nominate Joan Burnett as NNPCN Honorary Board Director for life.

{Motion 2014-10-05}

Moved by Marlene Lamarche and Seconded by Linda Bishop.

THAT Joan Burnett be nominated as NNPCN Honorary Board Director for life. All in favour. Carried.

10.03 Advanced Care Planning Update – Tami. Deferred.

10.04 Website and Social Media update – Monica

We turned 400 Likes on Facebook and more people are interacting with us. Monica still has not found time to go after a team of IT helpers to develop the website content and to keep social media updated and to grow with social media visibility.

10.05 Bingo Schedule

Tamela has booked her dates, and offered to be there six times along the year instead of two. Monica will cover for any dates where June Kennedy needs an extra volunteer. Andre will be resending the schedule to the Board Directors this week.

11. New Business

11.01 Directors – Election and Terms

Tamela shared the By Laws about the Board Directors' election, re-election and terms. Tamela also shared the fact that this is her last term as Chair, and she would like to talk to Darren as Vice-Chair if he would like to be the next Chair according to the traditional internal practice.

11.02 Directorates

Andre suggested Directorates for our working Board as below:

- Linda Bishop: lead the team of volunteers to run the Loan Cupboard operations and cleaning/sterilization of health care items. Protective gears for volunteers and volunteer safety policies. Research of potential donors to supply us with the much needed health care items.

- Marlene Lamarche: lead the team of volunteers to run the Resource Lending Library operations. Lead Events and Fundraising Coordination operations.

12. Strategic Plan. Deferred

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13. In Camera

Session required - staffing - Update Darren and Andre

Move to go In Camera at 7:27 PM. Move by Linda Bishop, second by Tamela Price-Fry.

Move to go out of In Camera at 7:53 PM. Move by Tamela Price-Fry, second by Linda Bishop.

14. Information Sharing

15. Accomplishments. N/A

16. Next Board Meeting: November 10, 2014, 5 PM

17. Adjournment: 8:14 PM

{Motion 2014-10-03}

Moved by Marlene Lamarche.

THAT being no further business, the Board of Directors' meeting of October 20, 2014 be adjourned at 7:30 PM.

All in favour. Carried.

Tamela Price-Fry, Chair

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