

CASEY HOUSE

**Casey House
Board of Directors Meeting
Minutes
Wednesday, March 25, 2009**

Members:

Non-Voting Members:

Invited Guests:

- | | | | |
|-----------------------|---------------------|----------------------|-------------------|
| √ Maureen Adamson | Mike McKeon | √ Stephanie Karapita | √ Karen de Prinse |
| √ Guy Bethell | √ James McPhedran | Ann Stewart | √ David Gilmer |
| √ Brenda Butters | √ Llana Nakonechny | | Gayle Janes |
| √ Sandra Cruickshanks | √ Nancy Read | | Todd Ross |
| Abbas Ghavam-Rassoul | √ Teddy Rosenberg | | |
| √ Jason Grier | Tim Thompson | | |
| √ Michael Griffiths | √ Courtland Thomson | | |
| √ Bruce Lawson | Jaime Watt | | |
| √ Philippe Meyersohn | | | |

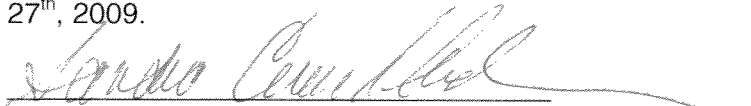
Recorder: Diane Pinchak


#	<i>Agenda Topic and Decision Points</i>	<i>Follow Up Date and Person</i>
1.0	Call to Order and Approval of Agenda	
	Sandra Cruickshanks, Chair, called the meeting to order at 6:00 p.m. The agenda order was re-arranged; items requiring decisions/motions were moved to the top of the agenda.	
2.0	Approval of Minutes:	
	<i>Motion by Philippe Meyersohn to approve the minutes of November 26, 2008 as presented. Seconded by Michael Griffiths.</i>	Carried
	Meeting notes from the February 25, 2009 meeting were reviewed. (n.b. Quorum was not achieved on February 25 th .)	
3.0	Items Requiring Decisions/Motions:	
3.1	<u>Non-Director Members of Board Committees</u> <i>Motion by Brenda Butters to approve the Non-Director Members of Board Committees for 2009/2010. Seconded Michael Griffiths.</i> A list of Non-Director members of the Investment Committee to be brought to the Board for approval at the May meeting.	Carried
3.2	<u>Finance Committee Terms of Reference</u> <i>Motion by Teddy Rosenberg to approve the Finance Committee Terms of Reference. Seconded by Bruce Lawson.</i>	Carried
3.3	<u>HSAC/Quality Committee Terms of Reference</u> <i>Motion by Courtland Thomson to approve the HSAC/Quality Committee Terms of Reference. Seconded by Guy Bethell.</i>	Carried
3.4	<u>Governance Committee Terms of Reference</u> <i>Motion by Bruce Lawson to approve the Governance Committee Terms of Reference. Seconded by Nancy Read.</i>	Carried

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3.5	<p><u>Approval of Revised Foundation Budget 2009/10</u> David Gilmer presented a revised Foundation Budget for 2009/10 and noted that the Finance Committee recommended approval at its March meeting. The draft Foundation Business Plan was reviewed.</p> <p><i>Motion by Llana Nakonechny to approve the Revised Foundation Budget 2009/10. Seconded by Teddy Rosenberg.</i></p>	Carried
4.0	Items for Information:	
4.1	<p><u>Finance Committee</u> Teddy Rosenberg reported on the Hospice and Foundation financial statements as presented. It was reported that the Ministry of Health & Long-Term Care has funded \$154,000 in Health Infrastructure Renewal Fund (HIRF) monies for Casey House for 2008/09. The 2007/08 audit of HIRF monies is scheduled to occur sometime this month. The Disbursement Quota information was reviewed.</p>	
4.2	<p><u>Chair Report</u> Sandra reported that a cheque presentation was held at Zelda's following the final Drag Idol show on March 24th where the winner was chosen. The proceeds exceeded \$10,000.</p>	
4.3	<p><u>CEO Report</u> In addition to her report, Stephanie Karapita reviewed the volunteer (Hospice & Foundation) statistics and noted that a volunteer satisfaction survey was underway. She reported on the Ministry of Health & Long-Term Care meeting held on March 4th regarding the redevelopment project. She noted that the Ministry of Health & Long-Term Care requested additional information on projected Day Health Program volumes. A response will be submitted to the Ministry. There were no questions arising from the CEO Report.</p>	
4.4	<p><u>Governance Committee</u> Sandra reported that the minutes of the February 17, 2009 Governance Committee meeting were circulated in the Board package.</p>	
4.5	<p><u>Nominating Sub-Committee</u> Sandra reported that an advertisement seeking applicants to join the Board and Board Committees will be published in the March 26th edition of <i>Xtra</i>. An Open House is scheduled for April 14. All Board members were invited to attend. Sandra reported that (a minimum of) three Board positions need to be filled for 2009/10. A list of candidates to be brought forward to the next Board meeting.</p>	
4.6	<p><u>Foundation Committee</u> Llana Nakonechny reported that the Foundation Committee met on February 19th. She noted that this committee exceeded its fundraising goal. A SnowBall "post-mortem" is scheduled for Thursday, March 26th at Byzantium. All Board members were invited to attend. She also reported that the Foundation Committee is currently developing its 2009/10 Business Plan and reviewing past events and fundraising efforts.</p>	

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4.7	<u>Chief Development Officer Report</u> David Gilmer announced that "Heroin Marks" was the winner of Drag Idol. He noted that due to great community participation that the amount presented to Casey House was the most Zelda's had ever raised.	
4.8	<u>HSAC/Quality Committee</u> Brenda Butters reported that the Committee met on March 10 th . She noted that Ken King has joined the Committee in his capacity as Co-chair of the Community Advisory Committee Co-Chair.	
5.0	Items for Discussion	
5.1	<u>Plans for Board Retreat</u> Chris Portner, former Chair of Bloorview Kids Foundation, will be a guest speaker at the Board Retreat to discuss Bloorview's Capital Campaign. Maureen Adamson will discuss the Ministry's Capital Redevelopment Process. An agenda will be sent to Board members shortly.	
5.2	<u>Update on Annual General Meeting</u> The annual general meeting is scheduled for Thursday, June 11 at Oakham House with a reception to follow. Efforts are underway to engage a guest speaker.	
5.3	<u>Business Plan Update</u> Stephanie noted that the Research Planning Task Force meeting was held recently; the next meeting is scheduled for first week of April. There were no questions arising from the Business Plan Update.	
6.0	In-Camera Session	
	This session was held at 7:15 p.m.	
7.0	Executive Session	
	This session was held.	
8.0	Next Meeting	
	The next Board meeting will be held on Wednesday, May 27 th at 6:00 p.m., 3 rd Floor Conference Room, 9 Huntley Street.	
9.0	Adjournment	
	<i>The meeting adjourned at 8:30 p.m.</i>	

I certify that these minutes were considered and approved at the meeting of the Board of Directors on May 27th, 2009.


 Sandra Cruickshanks
 Chair


 Courtland Thomson
 Board Secretary