



**Casey House  
Board of Directors Meeting  
Minutes  
Wednesday, May 27, 2009**

**Members:**

- ✓ Maureen Adamson
- ✓ Guy Bethell
- ✓ Brenda Butters
- ✓ Sandra Cruickshanks
- ✓ Abbas Ghavam-Rassoul
- Jason Grier
- ✓ Michael Griffiths
- ✓ Bruce Lawson
- ✓ Philippe Meyersohn

**Non-Voting Members:**

- ✓ Mike McKeon
- ✓ James McPhedran
- ✓ Llana Nakonechny
- ✓ Nancy Read
- ✓ Teddy Rosenberg
- ✓ Tim Thompson
- ✓ Courtland Thomson
- Jaime Watt

**Invited Guests:**

- ✓ Karen de Prinse
- ✓ David Gilmer
- ✓ Gayle Janes
- ✓ Todd Ross

Recorder: Diane Pinchak

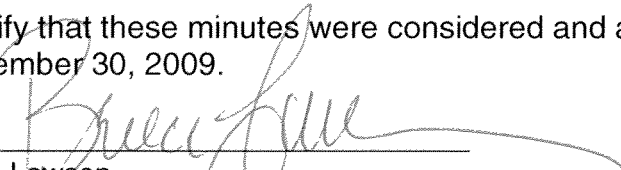
#	<i><b>Agenda Topic and Decision Points</b></i>	<i><b>Follow Up Date and Person</b></i>
<b>1.0</b>	<b>Guest Speaker</b>	
	Ryan Peck, Executive Director, HIV & AIDS Legal Clinic Ontario (HALCO) gave a short presentation on the Decriminalization of HIV.	
<b>2.0</b>	<b>Client Story</b>	
	Diane McGuire, Massage Therapist presented a client story.	
<b>3.0</b>	<b>Call to Order and Approval of Agenda</b>	
	Sandra Cruickshanks, Chair, called the meeting to order at 6:00 p.m. The agenda was approved with one addition; Item 6.2 Foundation Financial Statements.	
<b>4.0</b>	<b>Approval of Minutes:</b>	
	<i>Motion by Bruce Lawson to approve the minutes of March 25, 2009 as amended. Seconded by Courtland Thomson.</i>	Carried
<b>5.0</b>	<b>Items for Information:</b>	
5.1	<u>Chair Report</u> Sandra reported on the meeting held in April with Toronto Central LHIN. She reported that the Annual General Meeting will be held at Oakham House on June 11 <sup>th</sup> .	
5.2	<u>CEO Report</u> In addition to her report, Stephanie reported that Universal Self Screening of H1N1 has been in effect since April 21 <sup>st</sup> for staff, residents and visitors. Effective May 28 <sup>th</sup> written self screening will occur for visitors only. Home care clients will receive a telephone call prior to a visit from clinical staff. Management will continue to monitor the situation and respond accordingly.  Stephanie reported on a potential risk issue with respect to 571 Jarvis St. Effective Friday, May 29 <sup>th</sup> staff who work at 571 Jarvis will be relocated to 119 Isabella. Security	

#	Agenda Topic and Decision Points	Follow Up Date and Person
	checks will continue to be conducted. Both the insurance company and mortgagor to be notified of the situation.	
5.3	<p><u>Governance Committee</u> Sandra reported that the minutes of the April 21, 2009 Governance Committee meeting were circulated in the Board package. She noted that there were minor revisions to the bylaws and these were included in the Board package. The revised by-laws will be presented at the Annual General Meeting for approval.</p> <p>Sandra provided an update on the Board Survey, in total 12 responses were received. Common themes noted include education and diversity. A summary of the responses will be forwarded to Board members.</p>	Sandra Cruickshanks
5.4	<p><u>Foundation Committee</u> Llana Nakonechny thanked the Committee for their hard work and for exceeding their fundraising goal. She reported on the recommendations arising from the SnowBall debriefing exercise. Bruce Lawson reported that the artwork for Art with Heart was selected; approximately 75 – 80 pieces in total will be up for auction.</p>	
5.5	<p><u>Chief Development Officer Report</u> David Gilmer reported on the status of the reception hosted by Mary Dawn Thomson scheduled for June 17<sup>th</sup>; Ann Stewart and RuthAnn Tucker will both speak at this event.</p> <p>The Annual Report is currently at the printer and will be distributed at the Annual General Meeting on June 11<sup>th</sup>.</p> <p>David unveiled the Art with Heart limited edition, signature artwork, a signed Harold Town piece commemorating the 40<sup>th</sup> anniversary of John Lennon &amp; Yoko Ono, "Bed-In".</p> <p>David reminded the Board that the Pride and Remembrance Run is scheduled for Saturday, June 27<sup>th</sup> and the Pride Parade Sunday, June 28<sup>th</sup> and encouraged all to participate.</p> <p>Courtland Thomson announced that on Sunday, June 21<sup>st</sup> St. Andrew's United Church is holding a musical gala with proceeds benefiting Casey House. Additional information will be sent via email.</p>	
5.6	<p><u>Finance Committee</u> Mike McKeon noted that the minutes of the March 12<sup>th</sup> Finance committee meeting were circulated in the Board package. He reported that the auditors confirmed that Casey House has met all of its obligations with the Accountability Agreement with the Toronto Central LHIN.</p> <p><i>Motion by Courtland Thomson to approve Casey House Hospice Audited Financial Statements. Seconded by Philippe Meyersohn.</i></p> <p>The Foundation Financial statements were reviewed as presented. <i>Motion by Llana Nakonechny to approve the Foundation Audited Financial Statements. Seconded by Abbas Ghavam Rassoul.</i></p>	<p>Carried</p> <p>Carried</p>

#	Agenda Topic and Decision Points	Follow Up Date and Person
5.7	<u>HSAC/Quality Committee</u> Brenda Butters reported that the Committee met on May 12 <sup>th</sup> and that Community Advisory Committee reported at this meeting.	
<b>6.0</b>	<b>Items Requiring Decisions/Motions:</b>	
6.1	<u>Mortgage Renewal</u> <i>Motion by Bruce Lawson that the Board of Directors approve a five-year renewal of the mortgage of 571 Jarvis Street and that Casey House informs the mortgagor about its intention to redevelop the property. Furthermore, management is directed to proceed as long as the following conditions are met:</i> <ol style="list-style-type: none"> <li>1. <i>Mortgage documents are signed by two board officers.</i></li> <li>2. <i>Posted comparisons from at least two other lending institutions confirm that the renewal interest rate is competitive.</i></li> <li>3. <i>The mortgage renewal documents are reviewed by Casey House's lawyer prior to signing.</i></li> <li>4. <i>The option to pay down the mortgage principal remains the same as the current mortgage, which is 15% of the outstanding principal per annum on the anniversary date.</i></li> <li>5. <i>The discharge of the mortgage clause remains the same as current mortgage agreement: The greater of:</i> <ol style="list-style-type: none"> <li>a) <i>Three months interest on outstanding principal calculated at our existing interest rate.</i></li> <li>b) <i>Interest rate differential amount which is calculated on the interest rate chargeable at the existing annual interest rate on outstanding principal calculated until the last payment date minus the interest chargeable at Equitable's posted rate for a mortgage term to the number of full years remaining on the mortgage.</i></li> </ol> </li> <li>6. <i>That the interest rate does not exceed 6%.</i></li> </ol> <p><i>If one or more of the above conditions cannot be met. A special meeting via teleconference of the Board of Directors will be held with adequate notice. Seconded by Brenda Butters.</i></p>	Carried
6.2	<u>Foundation Financial Statements</u> The Board reviewed the Foundation financial statements as circulated. Mike McKeon provided an explanation of the statement. In anticipation of the upcoming Annual General meeting key messages have been prepared.	
<b>7.0</b>	<b>Items for Discussion</b>	
7.1	<u>Update of Major Gift Program</u> David reported on the development of a major program plan overview.	
7.2	<u>Follow Up re: Board Retreat</u> Sandra reported on the feedback received from Board members and noted that two issues emerged: education and research.	

7.3	<u>Board Goals Update</u> Stephanie noted that the Research Planning Task Force meeting was held recently; the next meeting is scheduled for June. There were no questions arising from the Business Plan Update.	
7.4	<u>Balanced Scorecard 2008/09</u> The Board reviewed the Balanced Scorecard as presented.	
7.5	<u>Business Plan Update 2008/09</u> This report was received.	
7.6	<u>Business Plan 2009/10</u> The Board reviewed the Business Plan as presented.	
<b>8.0</b>	<b>In-Camera Session</b>	
	This session was held.	
<b>9.0</b>	<b>Executive Session</b>	
	This session was held.	
<b>10.0</b>	<b>Next Meeting</b>	
	The next Board meeting will be held on Wednesday, September 30 <sup>th</sup> at 6:00 p.m., 3 <sup>rd</sup> Floor Conference Room, 9 Huntley Street.	
<b>11.0</b>	<b>Adjournment</b>	
	<i>The meeting adjourned at 8:05 p.m.</i>	

I certify that these minutes were considered and approved at the meeting of the Board of Directors on September 30, 2009.

  
\_\_\_\_\_  
Bruce Lawson  
Chair

  
\_\_\_\_\_  
Jason Grier  
Board Secretary