
Grey Bruce Hospice Inc.

Meeting Date: September 20, 2023
Meeting Time: 5:00 p.m.
Location: Chapman House Classroom

In Attendance: William (Bill) Pearson, Chair
Dale Ahrens
Dr. Lindsey Chapman
Joanne McDonald
Dr. Alexandra Hodgson, Medical Director
Chris Cartwright, Treasurer
Laurie Aston
Carrie-Lynn Haines
Kristen Watt
Janet Fairbridge, Outgoing Executive Director
Dr. Sabrina Saunders, Incoming Executive Director

Regrets: N/A

Absent: N/A

1. Land Acknowledgement & Moment of Silence

The Board meeting was called to order by the Chair at 5:00 p.m.

2. Call to Order

2.1 Report on Notice of Meeting

The Annual General Meeting (AGM) notice was sent through various channels, including newspaper publications, distribution to all members, and notification to the auditor, as well as through social media.

2.2 Report on Quorum

The introduction of the Board members took place. A quorum of 4 is required, and there are 5 members currently in attendance.

GBH-Resolution-2023-037

Moved by Kristen Watt and seconded by Chris Cartwright, THAT the 2023 AGM has met quorum. CARRIED.



2.3 Approval of the Agenda

GBH-Resolution-2023-038

Moved by Sabrina Saunders and seconded by Kristen Watt, THAT the AGM Agenda of September 20, 2023, be approved as circulated, including any corrections. CARRIED.

2.4 Approval of the 2022 AGM Minutes

GBH-Resolution-2023-039

Moved by Sabrina Saunders and seconded by Kristen Watt, THAT the AGM Minutes of September 28, 2022, be approved as circulated, including any corrections. CARRIED.

3. Introduction of New Board Members & Executive Director

The recently appointed board members were introduced and welcomed to take their seats at the board table for the meeting. The new members include:

- Dale Ahrens
- Laurie Aston
- Dr. Lindsey Chapman
- Carrie-Lynn Haines

GBH-Resolution-2023-040

Moved by Kristen Watt and seconded by Joanne MacDonald, THAT the new members of the Board be sworn in. CARRIED.

4. Business Arising

4.1 Election of New Directors

Acclaimed.

4.2 Appointment of Officers (Chair, Vice Chair, Treasurer, Secretary)

Acclaimed.

Sabrina Saunders moved to a non-voting role as the incoming Executive Director.

5. Board Chair Report

The Chair introduced both the Board members and the dedicated staff members who were in attendance. With heartfelt gratitude, the Chair expressed appreciation on behalf of the organization, acknowledging the invaluable contributions made by both the Board, staff, and volunteers. The Chair recognized their unwavering commitment and tireless efforts in furthering the mission of the organization.



6. Executive Director Report

Janet Fairbridge, the Outgoing Executive Director, took the opportunity to share a comprehensive Gratitude Report video. This informative video was accompanied by a detailed handout featuring various statistics and highlights from the year 2022 at Grey Bruce Hospice.

The outgoing Executive Director expressed her heartfelt gratitude as she prepared to transition from her role. Her words were filled with warmth and appreciation as she acknowledged the collaborative efforts and achievements of the hospice throughout the year. It was a moment of reflection and thanks, marking the end of her tenure and introducing Dr. Sabrina Saunders as she steps into the role as Executive Director.

GBH-Resolution-2023-041

Moved by Joanne MacDonald and seconded by Chris Cartwright, THAT the Board and Executive Director Report be accepted as information. CARRIED.

7. Treasurer Report

7.1 Presentation of the 2023 Audit

Gwen Potter, representing the team from BakerTilly, took the floor to present the results of the 2022-23 audit. She provided a comprehensive overview of the financial findings, highlighting the organization's fiscal performance over the past year.

Following Gwen's presentation, the Treasurer on the importance of maintaining a strong and secure financial standing, emphasizing the prudence and strategic financial decisions that had led to the organization's current favorable position, ensuring a solid foundation for future endeavors.

GBH-Resolution-2023-042

Moved by Kristen Watt and seconded by Joanne MacDonald, THAT the 2023 Audit be approved as received. CARRIED.

GBH-Resolution-2023-043

Moved by Chris Cartwright and seconded by Kristen Watt, THAT BakerTilly be appointed as the auditor for the next 3 fiscal years (2023-24, 2024-25, 2025-26). CARRIED.

8. Grey Bruce Hospice Foundation Update

Paul Rowcliffe, Foundation Chair, provided an informative update, sharing that while progress had been made, there were a few minor challenges along the way. One of the key topics of discussion was the organization's charitable status, which remained a top priority. In addition, Paul highlighted the significance of Foundation-to-Foundation support, indicating that four Board members were actively involved in this endeavor. The primary objective of these efforts was to ensure the organization's sustainability. Fundraising initiatives were a critical part of this strategy, including the establishment of a dedicated account for legacy donations. This account would serve to cover operational expenses and ongoing costs. Paul also mentioned the organization's commitment to



outreach, expressing the intention to assist with outreach efforts. One notable proposal involved sponsoring a student to support their palliative care education. This sponsorship would be underpinned by a five-year agreement, during which the student would work at Chapman House, furthering the organization's mission in a meaningful way.

9. Adjournment

Prior to concluding the meeting, a ceremony took place where ten-year service pins were proudly presented to dedicated staff and volunteers. This special moment was marked by a spirit of recognition and gratitude, as these individuals had devoted a full decade of their time, effort, and unwavering commitment to the organization's mission. The pins symbolized not only their long-standing service but also their integral role in shaping the organization's success and impact over the years.

The Board adjourned at 5:34 p.m. to meet again at the call of the Chair.

GBH-Resolution-2023-044

Moved by Laurie Aston THAT the Board does now adjourn. CARRIED.

Bill Pearson, Chair

Dr. Sabrina Saunders, Executive Director

