



**CHILD AND FAMILY CENTRE
CENTRE DE L'ENFANT ET DE LA FAMILLE
NGODWEAANGIZWIN AASKAAGEWIN**

**MEETING OF THE BOARD OF DIRECTORS
Tuesday, August 9, 2011, 6:00 p.m.
Boardroom A, 62 Frood Road, Sudbury**

MINUTES

Present were: Board President: Mr. Richard Rivard
Board Vice-President: Mr. Barry Sullivan
Board Treasurer: Mr. Stan Kunto
Board Members: Mr. René Quesnelle
Ms. Norah Dougan
Mr. Don Malette
Dr. Sharon Speir

Also attending: A/ Executive Director: Dr. Bertrand Guindon,
Executive Assistant: Mrs. Monique Levesque

- 1 **Call to order** With a quorum present, the meeting was called to order at 6:07 p.m.
- 2 **Declaration of conflict of interest** There were no declarations of conflict of interest.
- 3 **Vision and Mission Statement** The Vision and Mission Statements were deferred at this time.
- 4 **Approval of the Agenda** MOTION 43/11 IT WAS MOVED BY: Mr. Don Malette
AND SECONDED BY: Mr. René Quesnelle

That the agenda of the Board of Directors meeting of August 9, 2011 be approved as presented.

CARRIED
- 5 **Review of previous Minutes from May 11, 2011** MOTION 44/11 IT WAS MOVED BY: Don Malette
AND SECONDED BY: Mr. Stan Kunto

That the minutes of the Board of Directors meeting held on May 11, 2011 be approved as amended.

CARRIED

6 Business Arising

- a. **Governance Manual Review and maintenance** The review of the Governance Manual was deferred at this time.

7 New Business**a Plans for AGM**

Invitations: The AGM is being held September 28 at the Holiday Inn, breakfast at 8:30. Invitations have been sent. Dr. Ian Manion has accepted to be quest speaker. Ms. Carey Bignucolo has accepted to bring greetings from the local Ministry office and the mayor has sent her regrets.

Invitation from CCN & CAS: It was agreed to have representation from CFC to the Children's Community Network and the Children's Aid Society's AGM.

MOTION 45/11 IT WAS MOVED BY: Mr. Don Malette
AND SECONDED BY: Mr. Stan Kunto

That the Child and Family Centre renew its Corporate Membership with both Children's Community Network and the Children's Aid Society.

CARRIED

Board Terms: The Board Terms were distributed. It was noted that Ms. Norah Dougan's first term ends in September as does Mr. René Quenelle's.

MOTION 46/11 IT WAS MOVED BY: Mr. Stan Kunto
AND SECONDED BY: Mr. Barry Sullivan

That Mr. Donald Malette is moved from Community-at-large to represent the Francophone Community.

CARRIED**b New Funding**

Planning Evaluation Grant: The Child and Family Centre has been granted \$ 2 500 for School-based Mental Health Program.

e-Mental Health Grant: The Child and Family has been granted \$4 750 as the lead agency in Sudbury and Manitoulin for the e-Mental Health.ca. This is a web based system coordinated by CHEO.

WTFKMH: Project is being continued for a second year. The objective this year is to articulate relationships with the School Boards and to facilitate access to services.

c Funding Proposal

PACE (People Advancing change through Evidence): The ED informed the Board of a funding proposal offered via CHEO. This project needs serious

commitment from the agency and support from the Board. It would move the agency in the direction where it needs to go bringing a paradigm shift on how we do business. As it's not a competitive process, the agency will be assessed for readiness. The Readiness Assessment will be announcement in February 2012. The Board of Directors supports the ED on the said funding proposal.

- d Announcement from the Ministry (New program supervisor)** The ED informed the Board of the new Program Supervisor representing our local Ministry.
- e 2011 CMHO Conference** The annual 2011 CMHO Conference is being held November 21 and 22, 2011. It was noted that past practise two Board members, two senior managers participate to this event. Also on union representative will participate at a shared cost with the Union. The ED will keep the President apprised of any information as it surfaces.

8 Executive Committee

- a Financial reports; June 2011** The following draft financial documents were reported on:
- Balance Sheet as of June 30, 2011
 - Financial Report for all programs for 3 months ended June 30, 2011
 - Statement of operations for 3 months ended June 30, 2011
 - Cash Flow for the period ending June 30, 2011

The agency is currently reflecting an operational surplus which will serve to offset the cash flow.

MOTION 47/11 IT WAS MOVED BY: Mr. Don Malette
AND SECONDED BY: Ms. Norah Dougan

That the pre audit financial reports be received by the A/ Executive Director as recommended by the Executive Committee.

CARRIED

- b Audit Report** MOTION 48/11 IT WAS MOVED BY: Ms. Norah Dougan
AND SECONDED BY: Mr. Donald Malette

That the Board of Directors recommend the approval of the final audited financial reports at the Annual General Meeting as presented.

CARRIED

- c Executive Minutes: April 18, 2011 July 27, 2011** The minutes of the Board of Directors Executive Committee meeting held on April 18, 2011 and July 27, 2011 were circulated.

- d Negotiations (In-camera)** MOTION 49/11 IT WAS MOVED BY: Mr. Don Malette
AND SECONDED BY: Mr. Barry Sullivan

That the Board move into in-camera session.

CARRIED

During its In-camera session the Board discussed Collective Bargaining.

9 Board Committee Reports

Nomination Committee Nomination Committee reported they were looking at dates to meet with the prospective candidate.

Supervised Access Advisory Committee Nothing to report at this time.

Marketing Committee A meeting is scheduled in September. Revised Terms of Reference will be presented at the next Board meeting.

11 Acting Executive Director's Report This item was deferred to the September meeting

12 Other No other items were added for discussion.

13 Adjournment MOTION 52/11
There being no further business to come before the Meeting Body, it was moved by Mr. Donald Malette and seconded by Ms. Norah Dougan that the meeting be adjourned at 8:15 p.m.

CARRIED

PRESIDENT

DATE