



MINUTES
BOARD OF DIRECTORS OF
CMHA WW
OCTOBER 26TH, 2017

Present: Janet Kaufman, President
Krista Walford, Secretary-Treasurer
Craig Dieterle, Board Member
Peter Kastner, Board Member
Jacqueline Marshall, Board Member
Dian Shannon, Board Member
Helen Fishburn, Senior Director of Services & System Transformation
Heather Eddy, Senior Director People, Culture & Quality
Tim Lewis, Senior Director Finance & Organizational Performance
Alison DeMuy, Director of Strategy & Innovation

Molly Kriksic, Vice-President
Lynda Davenport, Board Member
Patrick Fradley-Davis, Board Member
Kathy Markowiak, Board Member
David Pell, Board Member
Fred Wagner, Executive Director

Absent: Donna Marie Dunk, Board Member (with prior notification),

Recorder: Minerva Sánchez Rudman, Senior Executive Assistant

Welcome and Introductions	
Call to Order	
Declarations of Conflict	None declared
Approval of Consent Agenda	It was MOVED BY: Jaqueline Marshall THAT the consent agenda be approved. SECONDED BY: Peter Kastner. CARRIED.
Resources Committee Report	<p>Tim presented an overview of the financial statements and variance analysis with key highlights:</p> <ul style="list-style-type: none"> - Relevant factors in reported surplus include: vacancies, designated funding for clients, historically spent closer to the end of the fiscal year. - Previously a \$250,000 deficit was forecasted, following this month's financial reviews a surplus is now anticipated. - New funding from WWLHIN has been received, both base funding as well as in-year funding. Plans have been established to ensure funding is utilized within required time frame. It is expected that a small percentage of in-year funding will not be spent in a timely manner. <p>It was MOVED BY: Krista Walford THAT the Resources Committee report be accepted. SECONDED BY: Craig Dieterle. CARRIED.</p>
PQRE Committee Report	<p>Jacqueline provided a verbal update. Committee reviewed its Terms of Reference, no changes are recommended at this time. The committee will bring its workplan for board approval at next month's meeting. The board dashboard continues to be developed.</p> <p>It was MOVED BY: Jacqueline Marshall THAT the PQRE Committee report be accepted. SECONDED BY: Dian Shannon. CARRIED.</p>
<u>Strategic/Generative Discussion</u>	
Board Goals	The governance committee is currently reviewing the cycle for developing and approving yearly board goals. The committee will propose that a new cycle be adopted. A new framework will be presented for board approval once

	<p>finalized.</p> <p>Molly and Fred presented four proposed board goals:</p> <ol style="list-style-type: none"> 1. Endorse a comprehensive fund development plan with revenue targets 2. Implement a framework that supports a culture of philanthropy on the board with clear indicators of success 3. Approve an intended impact statement and associated strategic priorities for 2018 and 2021 4. Identify what action the board needs to take to perform at the highest level <p>Molly added that the development and approval of the planning cycle will be added to the board goals.</p> <p>Feedback included:</p> <ul style="list-style-type: none"> - How will the board know that it has performed at the highest level? - Consider adopting practice of conducting exit interviews for board members who are departing from the board. <p>Governance committee will further develop the goals based on tonight's discussion.</p>
Impact Statement	<p>Alison reported on the Impact Statement work to date and feedback received from staff.</p> <p>Most recent version of the statement:</p> <p>"CMHA will assist Waterloo Wellington's most complex individuals and families with mental health, addictions and developmental needs reach their best health and their maximum independence."</p> <p>Comments/Feedback:</p> <ul style="list-style-type: none"> - The statement does not provide clarity on the work that the organization does - The definition of complexity is not clear from the statement - Statement doesn't address wait lists <p>Based on board feedback Alison agreed to oversee further work on the impact statement to be brought back to the board in November for review.</p>
Culture of Philanthropy	<p>Alison facilitated an exercise to identify hopes and fears on building a culture of philanthropy.</p> <p>Comments/Themes:</p> <ul style="list-style-type: none"> - Increased commitment and required involvement in fundraising may mean a loss of board members - Board members will not want to participate and as not as engaged - Allows for flexible funds to innovate and re-design to improve services - Fund Development provides income diversification and stability - Board will feel committed in terms of time and financials to organizational vision - Clarity is needed as to what funds are being raised for <p>Feedback provided will be reviewed by Fund Development committee for further development.</p>
In Camera	<p>It was MOVED BY: Lynda Davenport THAT we move in camera SECONDED BY: Patrick Fradley-Davis CARRIED.</p>

Minutes of September 25 th , 2017	
Psychiatry Sessionals	
	It was MOVED BY: Krista Walford THAT we move out of camera. SECONDED BY: Kathy Markowiak. CARRIED.
Adjournment	It was MOVED BY: Lynda Davenport THAT the meeting be adjourned SECONDED BY: Jacqueline Marshall CARRIED.

Janet Kaufman

Janet Kaufman
President

Krista Walford

Krista Walford
Secretary-Treasurer