

**Minutes of the Board of Directors
of the Alzheimer Society Lanark Leeds Grenville**

February 16, 2021

Audio/Video Conference Call via Zoom

1. Call to Order and Roll Call

The meeting was called to order at 5:00 p.m.

Present: Melinda Coleman (Executive Director), Peter Cuthbert (Chair) Susan Storie, Anita Fitches, Peter Petsanis, Matthew Armstrong, Vicky Willis, Debbie Erfle-Storie.

Regrets: Robin Hawe, Linda Chaplin,

Guest: Mark Elliott

2. Confirmation of Agenda and Additions

- no additions
- Peter C. introduced our new board member Debbie Erfle-Storie.

3. Approval of Minutes - January 2021

- two corrections noted: Financials #5 re: CAPS reference to ASO s/b LHIN and spelling of Vicky's name (Vicky not Vicki). It was also noted that the spelling of Debbie's name is Erfle-Storie (not Story).

Motion: Matthew A. and **Second:** Debbie Erfle-Storie. that the Minutes from the meeting Jan. 19, 2020 be accepted as presented and with the corrections noted. **All Approved & Carried.**

4. Staff Presentation – Mark Elliott

- Melinda C. introduced Mark, our Financial Manager.
- Mark presented an overview of the Financial Summary:
 - The error in the budget re: rent will be corrected for next year.
 - Surplus from LHIN funds has to be returned if not used. We will however, have items it will be used for. Mark noted that wages (currently in Fund 3) could be in Fund 2.
 - Surplus in Fund 3 remains with us.

5. Financial

a) January Financial Statement was sent out prior to the meeting.

- Melinda provided an overview and discussion occurred.

- The letter has been signed back to the LHIN for the In Year Reallocation in the amount of \$79,063.
- Melinda has sent the GIC History to Robin. Melinda and Robin will meet to discuss options and what to do.

Motion: Matthew A. and **Second:** Anita F. that the Financial Statement dated January 2021 be accepted as presented. **All Approved & Carried.**

6. Executive Director's Report

- Report was sent out by Melinda C. prior to the meeting – Melinda provided an overview and discussion occurred.

Motion: Peter P. and **Second:** Debbie E-S. that the Executive Director's Report be accepted as presented. **All Approved & Carried.**

7. OHT (Ontario Health Teams) Update

- Melinda C. provided an update and discussion occurred:
 - Melinda attended the All Members Meeting in January.
 - there is a presentation being scheduled and board members can attend – Melinda will send us the information.
 - Collaborative Decision-Making Agreement (CDMA) – Melinda will sign off on this and send back to the province.
 - An Operational Model was proposed. Melinda indicated we are an Affiliate Member and we will have input.
 - Melinda is not certain (yet) how funding will work.

8. ASLLG Accreditation

- Melinda C. advised that the Accreditation has now been pushed back to 2023.

9. Fund Development Management w/ ASO

- Melinda provided an overview and discussion occurred:
 - this is a shared database for fund development and marketing. Currently 20 of 29 societies are participating. It is an effective tool. The engine sends out receipts.
 - It will free up staffing hours (eg. Bobbi-Jo W.) Peter C. asked if Bobbi-Jo's position would be at risk – Melinda C. indicated it would not, but will free up time to focus on local fundraising efforts, etc.
 - The cost is \$15,000 per year. ASiO will cover the cost for the 1st year and possibly the 2nd year.
 - Peter P. asked can we leave the program if we change our mind about it once we join. Melinda C. indicated it is a 3 year commitment.

- o Melinda C. sees substantial benefits in joining the program – and we will be able to tap in to large donors.
- **Motion:** Susan S. and **Second:** Peter P. that the ASLLG Board of Directors authorize their Executive Director to sign onto the ASiO Fund Development Engine. **All Approved & Carried.**

11. Adjournment

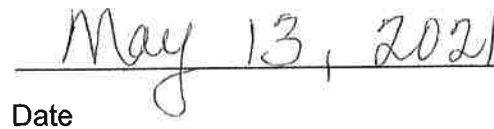
Motion: Anita F. and **Second:** Vicky W. that the Meeting be adjourned. **All approved & Carried.** 6:00 pm.

12. Next Meeting Date – March 16, 2021 - Zoom Conference – 5:15 pm.


Chair Signature


Date


Secretary Signature


Date