

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

June 15, 2021

Audio/Video Conference Call via Zoom

**1. Call to Order and Roll Call**

The meeting was called to order at 6:05 p.m.

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

**Regrets:** Linda Chaplin

- Peter C. advised we have a quorum.

**2. Confirmation of Agenda and Additions**

- no additions.

**3. Approval of Minutes - May 18, 2021**

- Peter C. asked if there were any comments or changes to be noted – there were none.

**Motion:** Susan Storie and **Second:** Debbie Erfle-Storie, that the Minutes from the meeting May 18, 2021, be accepted as presented. **All Approved & Carried.**

**4. Appointment of Board Executive**

- Chair – Peter Cuthbert
- Past Chair – Anita Fitches
- Vice Chair – Matthew Armstrong
- Treasurer – Robin Hawe
- Secretary – Debbie Erfle-Storie

**Motion:** Debbie Erfle-Storie and **Second:** Anita Fitches, that the above-mentioned persons form the Board Executive. **All Approved & Carried.**

**5. Executive Director's Report**

- Report was sent out by Melinda C. prior to the meeting – Melinda provided an overview.
- A few highlights: Staff to return to work in the office in next couple of weeks providing no new restrictions are implemented due to COVID.

- Virtual Day program launched.
- Tablets have been funded by LHIN for at home programming
- Learning the Ropes Program for NCI Clients. Staff will take the training once available. Hope to have this going by September
- 'Getting to know me' booklets will be hopefully implemented in September
- Hoping to return to provide in person client services later in the summer.

**Motion:** Debbie Erfle-Storie and **Second:** Anita Fitches, that the Executive Director's Report be accepted as presented. **All Approved & Carried.**

**6. New Business**

- Peter C indicated that Cathy Barrack's presentation at the AGM was informative, and he suggested it would be nice to invite her back for updates.
- Peter C also suggested that we continue with staff members as guest presenters at our board meetings, when possible.
- The Executive Director requires an evaluation by the Board since she has been in her position for 1 year. Peter C will commence it and forward to the rest of the Board for their comments and input.

**7. Adjournment**

**Motion:** Matthew Armstrong and **Second:** Susan Storie that the Meeting be adjourned.

**All approved & carried.** 6: 27 pm.

**10. Next Meeting Date – September 21, 2021, 5:00 pm- Zoom Conference.**

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Chair Signature

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Date

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Secretary Signature

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Date