



**Board of Directors  
Open Meeting Minutes  
Tuesday, June 27, 2023**

**Present:**

Chair:	Kelly Skrzypek
Vice Chair:	Greg Hackborn
Secretary:	Laura Miedema
Directors:	Emily Miller, Jennifer Tonnies, Brian Konst, Jill Esposto, Elizabeth Abraham
Chief Executive Officer:	Jane Angus
Executive Assistant:	Cindy Landry
Manager of Service Coordination:	Alison Hilborn

**Regrets:** Jenna Dierick

**1. Call to Order**

Kelly called the meeting to order at 6:10 p.m.

**2. Agenda**

Motion: To approve the agenda.  
Emily and Brian. **Carried.**

**3. Conflict of Interest Declarations**

None declared.

**4. Approval of Minutes – May 31, 2023**

Motion: To accept the minutes from May 31, 2023.  
Laura and Jill. **Carried.**

**5. Business Arising from Minutes - none**

**6. Executive Reports:**

- a. Chair's Report – Open Report from the Chair  
Email approval was received for the following:
  - 1. Approve the hiring of a temporary contract Urgent Response Service Coordinator for the remainder of the fiscal year using URS revenue as approved by MCCSS.
  - 2. Approve the contractual agreement payments for URS purchase of services for April 1, 2023, to March 31, 2024, for Bethesda Direct Services Inc. for \$77,655.36 monthly.

3. Approve payment of \$23,940.00 to Genesis Community Rehabilitation for URS Respite services.
- b. Treasurer's Report – May 31, 2023  
Motion: To approve the Treasurer's report as presented.  
Emily and Laura. **Carried.**
- c. CEO's Report  
Motion: To approve that decision-making over July and August 2023 will be made by email unless a meeting for further discussion is requested by a Director or the Chief Executive Officer.  
Greg and Emily. **Carried.**

Discussion regarding Strategic Planning: - Direction

Nancy Dubois was used the last two times and we have been pleased with her work in the past. Direction to use Nancy again.

Motion: To approve the hiring of a temporary part-time Communications Coordinator up to March 31, 2024.

Emily and Jenn. **Carried.**

**Executive Limitation** – Contract with the Osborne Group to cost \$66,444 for the Strategic Leadership Table, with membership to equally cover costs.

Motion: To approve the contract of services to Osborne Group and payment if the SLT leadership table agrees to commit.

Jill and Greg. **Carried.**

Motion: To approve CEO's report as presented.

Laura and Brian. **Carried.**

## 7. Committee Reports

- a. Policy Review Committee  
Motion: To approve the revised *Computer Use and Social Media Policy* as presented.  
Laura and Greg. **Carried.**
- b. Nominating Committee – Slate of Officers  
Motion: To approve the following slate of Officers for July 2023–June 2024:
  1. Chair: Kelly Skrzypek
  2. Vice-Chair: Greg Hackborn
  3. Treasurer: Kelly Skrzypek
  4. Secretary: Laura MiedemaEmily and Jennifer. **Carried.**

## 8. New Business

- a. Striking of Committees  
Motion: To approve the membership for the Nominating Committee for July 2023 to June 2024.
  1. Chair: Brian Konst

2. Emily Miller

Motion: To approve the membership for Policy Review Committee for July 2023 – June 2024.

1. Chair: Kelly Skrzypek

2. Jill Esposto

3. Laura Miedema

Laura and Greg. **Carried.**

b. Draft Annual Report 2022-23

Motion: To approve the Annual Report 2022-23.

Emily and Jennifer. **Carried.**

c. MOH 2021-22 TPAR

Motion: To approve the MOH 2021-22 TPAR

Greg and Laura. **Carried.**

d. MCCSS 2023-24 Budget

Deferred. Email approval will be required Wednesday, June 28, 2023.

e. AGM Public Meeting on September 26 – start time. Donna Debolt is our speaker and will be offered virtually and in-person. 4:30 p.m. start time was suggested.

## **9. Correspondence**

a. MCCSS Memo re CYFSA Review

## **10. In-Camera**

**Motion:** To move in-camera at 6:57 p.m.

Laura and Jill. **Carried.**

## **11. In-Camera Reports** (as appropriate)

**Motion:** To approve the in-camera reports.

Jill and Laura. **Carried.**

## **12. Adjournment** - Kelly adjourned the meeting at 7:08 p.m.

Next Meeting: Tuesday, September 26, 2023, at approximately 5:30 p.m following the AGM Public Meeting

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Date

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Chair's Signature