

**REACH Board of Directors Meeting**  
**Minutes**  
Wednesday September 6<sup>th</sup>, 2017  
Location: Britannia Community Services Centre

**In Attendance:** Jane Turner, Bill Hood, Scott Clark, Neal Jennings, Jill Kelly, Penny Street, Karen Dean

**Staff Representatives:** Andrew Ho (Dental), Patricia Dabiri (MFC), Devika Krishnan (Admin)

**Regrets:** Barry Morris, Mike Ma, Colleen Fuller, Jim LeMaistre, Ruth Herman

**Others in Attendance:** Henry Yuen (Mgr. Finance), Geoffrey Trafford (Executive Director)

*Acknowledgement that the meeting is taking place on unceded Aboriginal territory.*

**Preliminaries:**

**1) Approval of Agenda**

The agenda was approved with the following additions: under committee reports include Grand Re-opening committee and New Business include AGM.

**M/S/C**

**2) Review of Minutes**

The July 5<sup>th</sup>, 2017 Board of Directors minutes are approved.

**M/S/C**

**3) Business Arising:** Actions Arising Reviewed.

**a. OUR Place reciprocal accountability pledge:**

Refer the accountability pledge to the Executive Committee for inclusion at the AGM meeting.

**M/S/C**

**b. Outreach Terms of Reference (TOR)**

The TOR will be brought to the October Board meeting.

**c. Interim publication/communication policy**

*Any board or staff member who wishes to distribute or publish information or a message to members must first submit, in a timely manner, the proposed message or information sheet to the Executive Director and a member of the Executive Committee for approval and/or amendment. Once approved, the message will be published on the appropriate site, to be determined by the Executive Committee, forthwith.*

This policy is accepted until a new policy is approved by the Board.

**M/S/C**

#### 4) Committee Reports

The Board of Director's moved into committee.

- **Executive and Governance:** Minutes Received.

The Board of Director's moved out of committee.

- **Finance:** First Quarter Financial Statements Received.

Each department is ahead and there is an overall surplus of \$280,000, before amortization. There should be a drafted budget prepared for the next 2 years; VanCity has requested this as well.

- **New Building Committee:** Report Received.

Discussed the Change Order's to date. There is an ongoing pressure for the move back and there is an issue for the latest draw for payment.

The Executive Director will work with the Executive Committee to approve their payment.

**M/S/C**

- **Nominating Committee:** Report Received.

Bill reported that there are currently 4 nominees. He will forward their bios to Devika.

- **Grand Re-opening Committee:** Report Received.

The committee planned to commission a mural, which they have already picked an artist for.

That REACH signs a contract for the Mural artist.

**M/S/C**

That REACH pays a \$100 dollar honorarium to Michael Kluckner and Richard Tetrault.

**M/S/C**

- **Outreach Committee:** No Report.
- **Program Planning and Evaluation:** No Report.
- **CRU Sub Committee:** No report.
  - **Fundraising Committee:** No report.

## 6) Executive Director's Report

Report presented on the following items:

1. Pharmacy
2. Dental
3. MFC
4. Medical
5. CRU space – Scott will arrange a meeting with the MFCD
6. New Building
7. Outreach

That Scott Clark joins the PPEC Committee.

**M/S/C**

## 7) New Business

### a. AGM

- The AGM will start at 7:00pm and Jane will chair this meeting.
- Abbe will report on the Financials.
- By-law changes will be sent to Devika.
- A special thank you to Jill Kelly for all of her time and commitment over the years.

### b. Cultural Awareness Workshop

- Geoff and Jane will discuss this further and revise the specifics.

## 8) Adjournment

**M/S/C**

**The public meeting was adjourned at 8:45 p.m.; there was an in-camera session.**