

BRAIN INJURY SERVICES

BOARD OF DIRECTORS MEETING MINUTES

JUNE 20 , 2018

225 KING WILLIAM ST, SUITE 508 (BOARDROOM)

Present: P. Garshowitz, J. D’Ilario, J. Moore, J. Blums, M. O’Brien, M. Vanderzee. L. Rosenberg, S. Paulin, S. Lal, D. Sartor, K. Millar

Regrets: R. Payne, L. Bowers,

Staff: Mila Ray-Daniels, Joanna Pajak (recorder)

Guests: S. Gamero, N. Saliccioli, C. Sarraf, S. Dawn, V. Bartchouk

Item	Discussion	Fwd	Action
1. Board Education Session: Operational Plan	<p>M Ray-Daniels reviewed the operational plan with Board members.</p> <p>Each of the Directors reviewed their portfolios, discussed their key priorities in the operational plan and answered questions from the Board.</p> <p>Directors were commended for their expertise and contribution to the operational plan and organization.</p>		
2. Approval of Agenda	<ul style="list-style-type: none"> • Motion Moved by M. O’Brien Seconded by P. Garshowitz That the agenda be approved as presented Carried. • Declaration of Conflict of Interest None. 		
3. Approval of Consent Agenda	<p>Board Meeting Minutes – May 23, 2018 Finance Committee – March 21, 2018</p> <ul style="list-style-type: none"> • Motion Moved by D. Sartor Seconded by L. Rosenberg That the consent agenda consisting of Board Meeting Minutes, May 23, 2018, 2018 and Finance Committee Minutes, March 21, 2018 Carried. 		
4. Business Arising			

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5. Audited Financial Statements	<p>L. Rosenberg reviewed the audited financial statements with Board members.</p> <p>S. Paulin noted that KPMG commended N. Salccicioli for a clean audit report.</p> <ul style="list-style-type: none"> • Motion Moved by M. O'Brien Seconded by S. Lal That the audited financial statements be approved as presented. Carried 		
6. Declaration of Compliance	<p>Moved by J. Blums Seconded by S. Lal</p>	X	J.Pajak to send MSA link to Board members
7. CEO Report	<p>M. Ray-Daniels presented the report and responded to questions as raised.</p> <p>M.Ray-Daniels commended C. Sarraf for her work continuing to fill beds.</p> <p>M. Ray-Daniels was commended for her work getting The Spec article published.</p>	<p>X</p> <p>X</p>	<p>M . Ray-Daniels to follow-up about audience reached and ad value.</p> <p>L. Rosenberg asked that the fee for service report be brought to the next Board meeting.</p>
8. Policy Review	<p>Secretary – Treasurer’s Role</p> <p>Communication and Support to the Board</p>	<p>X</p> <p>X</p>	<p>Policy to be revisited as part of by-law review at Governance meeting in the fall.</p> <p>Policy will be reviewed as part of full policy review.</p>
9. New Business	Foundation Update		

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	S.Paulin and M. Ray-Daniels met with R. Beres. The foundation is looking for local Board members with fundraising experience.		
10.Standing Agenda Items	<p>Quality Committee Update</p> <p>Governance Committee Update L.Bowers will be coming off the Board and this will be her last Governance meeting. S.Paulin noted that the VP role will be vacant as of July 2018.</p> <p>Finance Committee Update</p>	X	S.Paulin will email Board ask for candidates for VP role.
11. Meeting Evaluation			
12. Adjourn	M.O'Brien moved to adjourn.		
13. Next Meeting	August 1, 2018 at 5:30pm at the Main Office.		
14. In Camera	n/a		