

HEAD INJURY REHABILITATION ONTARIO
BOARD OF DIRECTORS MEETING MINUTES

SEPTEMBER 1, 2021

5:30 PM

Zoom Video Conference

Present: J. Blums, J. D'Ilario, P. Garshowitz, G. Kalopsis, S. Lal, K. Millar, R. Payne, A. Rice, R. Ridge, A. Rudder

Guests: S. Chow (HIROC)

Regrets: E. Adams, M. O'Brien,

Staff: M. Ray-Daniels, B. Strus (recorder)

Item	Discussion	Fwd	Action
1. Education Session	S. Chow delivered a presentation about HIRO's insurance coverage and answered questions from Board members.		
2. Approval of Agenda	<p>Motion Moved by: G. Kalopsis Seconded by: A. Rudder</p> <p>That the agenda be approved as presented.</p> <p>Motion Carried.</p> <p>Declaration of Conflict of Interest none</p>		
3. Approval of Consent Agenda	<p>That the Consent Agenda consisting of:</p> <ul style="list-style-type: none"> • Board Meeting minutes June 23, 2021 • Finance Committee Meeting Minutes August 16, 2021 • Quality Committee Meeting Minutes August 17, 2021 <p>be approved as presented and voted in Aprio.</p>		
4. Business Arising from the Minutes	<p>Chart Review of Board Retreat</p> <p>Motion Moved by: A. Rudder Seconded by: A. Rice</p> <p>That the Board Retreat Summary be delegated to HIRO staff to prioritize and provide timelines.</p>	X	Priorities and timelines to be

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	Motion Carried.		presented in a future Board meeting
5. CEO Report	<p>CEO Report</p> <p>M. Ray-Daniels presented the CEO report and responded to questions from Board members.</p> <p>Two items were discussed for further discussion at the Governance Committee: the Ontario Non Profit Corporations Act and the draft Board Annual Work Plan.</p> <p>Discussion also ensued regarding appointment of the Auditors for 2021/22.</p>	<p>X</p> <p>X</p>	<p>M. Ray-Daniels to undertake a review of the Ontario Non-Profit Corporations Act and bylaws re-drafted accordingly.</p> <p>M. Ray-Daniels to draft Board Annual Workplan</p>
6. Foundation Update	<p>Foundation Update</p> <p>P. Garshowitz provided an update about the Foundation and noted documents are available to members in Aprio.</p> <p>The Foundation AGM is being planned and information will be forwarded to members in due course.</p>		
7. New Business	<p>Policy Update regarding Financial Authority</p> <p>Motion Moved by: S; Lal Seconded by: P. Garshowitz</p> <p>That the amendments to the Financial Condition and Activities Policy, so that the President and Treasurer gain access to CRA and banking, be approved.</p> <p>Motion Carried.</p> <p>Board Education Topics in 2022 The Board discussed the draft calendar and will contribute to evolve it as the year goes on.</p> <p>KPMG Resources listed in Audited Financial Report</p>	<p>X</p>	<p>An item requesting suggestions for Board education sessions will be added to the Board monthly survey.</p>

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	KPMG suggested resources for the Board, which are listed in the AFR, found in Aprio.		
8. Standing Agenda Items	<p>Standing Agenda Items</p> <ul style="list-style-type: none"> • Governance Committee Update S. Lal reviewed the minutes of the most recent Governance Committee meeting, held July 28, 2021. She noted Committee chair vacancies. • Finance Committee Update J. Blums highlighted the significant details of the Quarter 1 Financial Statement which was presented at the Finance Committee held August 16, 2021. A discussion ensued regarding procurement of auditors for the 2021/22 fiscal. The Board recommended reappointing the current auditors and undertaking a review, including quality and cost considerations, at the Finance Committee. • Quality Committee Update Most recently held August 17, 2021. No updates presented at this time. J. D’Ilario offered an education session to those interested in joining the Quality Committee. 	X X X	S. Lal will notify Board Directors by email, of committee vacancies KPMG to be reappointed at the AGM The Finance Committee will conduct annual review of auditors
9. Meeting Evaluation	An online meeting evaluation will be emailed.		
10. Adjourn	G. Kalopsis moved to adjourn.		
11. In Camera	No in-camera session was held.		
12. Next Meeting	The Annual General Meeting of Members will be September 22, 2021 at 5:30 pm followed by a meeting of the Board of Directors.		

President’s Signature

Date

Secretary’s Signature

Date