

**REACH Board of Directors Meeting
Minutes
Tuesday, July 18th 2023
Location: via ZOOM**

Present: Barbara Wood, Janell Cosco, Emma Macklem, Jean Kavanagh, Usman Mushtaq
Staff: Nicole LeMire (Executive Director), Maho Okada
Staff Representatives: Afshin Jaber (Pharmacy), Brenda Sang (Dental), Daisy Kler (HEED)
Regrets: Cyndia Cole, Daniel Cook, Kimberley Laing, Colleen Fuller, Caroline Reilley (UPCC), Wendy Redhead (Medical)

Business meeting started at 6:06 pm

1. Preliminaries

Land acknowledgement was made by Barbara Wood.

MOTION: That the agenda be approved.

M/S/C

MOTION: That the minutes from May 10, 2023 be adopted with an amendment.

M/S/C

2. Business Arising – No business arising this month.

3. Executive Director’s Report (Nicole LeMire)

The ED provided a comprehensive written report.

4. Committee reports

a. Executive Committee (Barbara Wood) - *Written report*

AGM is scheduled for Tuesday, September 26, 2023. It will be an in-person meeting and more details to come.

b. Human Resources (Barbara Wood on behalf of Cyndia Cole) – *Written report*

Staff and Board Joint Committee meeting date has been set for Aug 16th to discuss retirement plans.

The HR Committee reviewed and proposed Terms of References for the Joint Committee as presented in a meeting package.

MOTION: That the Board accept an updated Terms of References for the Joint Committee.

M/S/C

c. Finance (Janell Cosco; Nicole LeMire) - *Written report and audited financial reports*

The Finance Committee met with the auditor in June to go over the audited financial reports. The ED walked through audited financial statements and shared key highlights.

MOTION: That the REACH Board make the following changes to the internally restricted components related to the mortgage paydown made in 2022: maintain Operational Contingency reserve at \$450,000, reduce Capital Replacement Reserve to \$250,000 and reduce Innovation Fund to \$100,000.

M/S/C

MOTION: That the REACH Board approve the 2022-23 audited financial statements. **M/S/C**

d. Outreach (Daniel Cook; Kimberly Laing) – *No report*

- e. PPEC (Colleen Fuller) – *No report*
- f. JEDI (Daniel Cook; Emma Macklem) – *No Report*
- g. Nominating (Barbara Wood; Emma Macklem) – Verbal report
The Nominating Committee is expecting to fill eight seats at this year's AGM. The Committee is planning a recruitment campaign via website, social media, as well as physical posters, to maximize its effort. It is suggested that the current Board members actively speak to their contacts and bring potential candidates to the Nominating Committee, ideally by early September.

MOTION: That the Board accept committee reports.

M/S/C

5. BC Association of Community Health Centres Report (BCACHC) (Barbara Wood) – *No report*

6. Announcements

The Board feedback survey will be sent to members and results will be used to plan the coming year.

7. Public session adjourned at 6:55 pm

8. In-camera session

APPROVED