

**Minutes of the Meeting
Of the Board of Directors of New Path Foundation**

**Wednesday June 26, 2024 – 6:00 p.m.
OCR Meeting Room A and Microsoft Teams**

Present (in-person): Bill Macdonald, Lauren McNair, James Thomson, Maureen Armstrong
Virtual: Paul Pratt, Betty Ann Lewis, Lisa McKee
Regrets: Bill Forster, Joe Johnson (Resigned)

BOARD BUSINESS

1. **Welcome/ Call to Order** – Bill called the meeting to order at 6:02 p.m.
2. **Declaration of Conflicts** – No conflicts were declared.
3. **Consent Agenda Items**
Approval of Previous Minutes – May 28, 2024. No concerns noted.

President & CEO Report – James reviewed his report (sent out Friday), noting no major concerns.

Collingwood update - James continues to meet with the County of Simcoe every 2 weeks to ensure the Collingwood project stays on track. Modules are now on the property and construction and water/sewer hookups should be done by July 5th. Some issues were raised by staff in the building (personal bias or misunderstanding). These have been followed up and there is a staff meeting next week with the County of Simcoe to do a presentation to staff, to dispel assumptions and allow time for a Q&A. The County is eager, engaged, and responsive and really wants this to work. James feels that everything is being managed well and the service provider should be identified in the next few weeks. James will also invite the County of Simcoe to participate in the CCR Member Committee. James explained some of the concerns and noted the need to ensure clear communication moving forward. He confirmed there will be 24/7 supervision.

James noted no compliance issues with AODA, and we are continuing to work on policy requirements.

The new phone system will be installed in the next 3 to 4 weeks. James and Dominika are working on the dashboard for KPI's and will provide a one-month snapshot going forward. Quantitative assessments will be sent to members in Q2 and Q3.

Moved: by Betty Ann Lewis and seconded by Paul Pratt to approve the Consent Agenda as received. All in favour. Motion carried.

4. **Committee Updates**

Finance Committee (Lisa, Paul, and James) – Paul noted we are in good shape. Numbers are in-line, and he does not foresee any issues. BDO is currently working through the Audit.

Mortgage discussions – Paul reported we sent a Deal Summary to Meridian, BOM, Infrastructure Ontario and Van City. Infrastructure Ontario only provides funding for expansions but will check to see if we qualify for what they provide. Van City also sent a response. Meridian's rates are good, but we will need appraisals. Ben has been asked to do a summary sheet. The financing date is coming up for renewal on July 25th, but James noted we can continue month to month until a decision is made. James noted that Jason from RBC will be providing new rates as well, which he is awaiting.

Action: James will follow up with Ben tomorrow to expediate the summary sheet to be sent out to the Board within the next week. We will then review to determine the next steps.

Lauren noted it has been forecasted that current rates will remain steady until next year. She also noted that she was encouraged by a contact at RBC to go with a fixed rate and not variable. Everyone agreed that it is best to do a 2-to-3-year term. It was also suggested we go with a rate that is comparable to what we are paying now.

Human Resources (James, Bill F and Betty Ann) – James noted they have not met since the last Board meeting as they meet every other month. They are working through the staff satisfaction survey results for discussion next month and looking at HR policy updates to bring in line with AODA (for discussion in September). The management team will be reviewing HR policies over the summer.

Services Committee (Lauren, Jeff, James, and Dominika) – Lauren noted no update as the committee has also switched to meeting every other month. They are working on KPI's and looking at what can be done to enhance the buildings.

Resource Development – James is following up with the Executive Directors of the partner organizations. Dominika and James are crafting key messages for support. It was suggested these be short and clear.

Real Estate Working Group – Discussed under the President & CEO Report, Collingwood update.

New Business

ONCA and By-laws - James sent this out a couple of weeks ago asking Board members to review and send feedback. Teresa from Carters did a full review and made some suggested tweaks to bring them in line with the Ontario Not-for-Profit Corporations Act (ONCA). Once confirmed, Teresa will submit changes to ONCA. The Deadline for compliance is October.

James reviewed our Letters Patent and we agreed to remove the sentence referring to our connection with New Path Youth & Family Services, as well as the sentence about Ventures, as they are no longer relevant. Teresa will also delete statements that have no bearing on ONCA, and she will provide statements that are in line with ONCA. Everyone agreed with these changes and supported the process to ensure the longevity of the organization.

For the Bylaws, we will include wording around virtual/electronic meetings. James noted there is no membership class outside of the Board. Everyone was okay with proxy voting if they are unable to attend a meeting. If a member leaves, we agreed that a written statement from the Board member would be supported, but only for internal use.

Location of head office – everyone was okay to change the head office location to Orillia Common Roof.

Action: Jim will reach out to Teresa to share feedback and determine the next steps. If Board approval to move forward is required, James will send out for email vote.

Board Recruitment – Everyone was supportive of a drive to get Board members over the summer. Everyone will look at their contacts and we will post on social media. Names of any interested candidates can be submitted to James.

Owen Sound Community Foundation – James updated that we have been approached to have a conversation around shared space in Owen Sound. James will set up a meeting and include Paul.

CSN Conference - James and Ben been invited and have accepted to be a part of the CSN Conference Steering Committee for 2025. The Conference will take place in Los Angeles. James will be unable to attend due to another commitment, but noted this will continue to raise our profile.

5. **Adjournment - Moved:** by Lauren McNair to adjourn the meeting at 6:52 pm.

Bill Macdonald, Chair

Next Meeting: AGM - Wednesday September 25th, 2024 – 6:00 pm in BCR

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