

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

**Wednesday February 28, 2024 – 6:00 p.m.
Microsoft Teams**

Present: Bill Macdonald, Betty Ann Lewis, Bill Forster, Lauren McNair, Joe Johnson, Paul Pratt
James Thomson, Maureen Armstrong (minutes),
Absent: Lisa McKee

BOARD BUSINESS

1. **Welcome/ Call to Order** - Bill Macdonald called the meeting to order at 6:02 p.m.
2. **Declaration of Conflicts** – There were no conflicts declared.
3. **Consent Agenda Items**
Approval of Previous Minutes – January 31, 2024. No concerns noted.

President & CEO Report – This report was sent out with the Board Meeting package. James highlighted that he is working on the 2024/25 budget that will go to the Finance Committee and then the full board in March for approval.

James is also working on a security risk assessment for OCR in March. There are no significant issues in Barrie or Collingwood, but these will be done next and built into the building emergency protocol.

Thanks to Lauren, we have a new tenant moving into Orillia on March 15th (Orillia Native Women's Group). Their work is very complimentary to the work of agencies in the building. The Foundation offices (James, Ben, and Roger) will be moving to accommodate the new tenant and will be hybrid for now. They are planning to convert a small underused meeting room into office space to accommodate Foundation staff.

James and Maureen will be doing interviews for the CCR Receptionist next week and hope to have it in place soon.

James has not had the opportunity to connect with Redwood Park who are interested in property development opportunities with TCR. James will review the MOU and share it with the Real Estate working group for further discussion. Betty Ann reported she would have a conflict with any decisions involving this organization.

James and Dominika are working through AODA compliance updates.

James is meeting with Theresa from Carters next week to review ONCA compliance and will bring any changes to the Board to discuss and ratify at the AGM.

James sent the KPI and will be asking partners for data on the highlighted sections as part of an Annual Service Summary report to be launched in Q2.

Rotary Club of Barrie – Betty Ann connected Dominika with Kelly Best from Rotary.

Moved: by Bill Forster and seconded by Lauren McNair to approve the Consent Agenda as received. All in favour. Motion carried.

4. **Committee Updates**
Finance Committee (Lisa, Joe, Paul, and James) – Paul reported we are in a good position. Ben has been working on accruals and receivables and we are all good for year end.

USG conversations are continuing with the Health unit. James, Joe, and Lisa will be meeting with Dr. Gardner and his team the week of March 14th to hear what they have to say. We are comfortable with our options. Dr. Gardner has talked to his Board and Management team.

CTN has signed and submitted their partnership agreement, and we are awaiting their updated lease. They will present it to their Board this month. James noted we do not pay any USG funds until we have the signed lease.

OCR is picking up. In addition to the new tenant, Hospice (who reduced their space a few years ago) now need more space. They will take over additional meeting room space for the next year.

James has been approached by the YMCA and other smaller grass roots organizations who are interested in our virtual tenant option. He will follow up.

We are also staying on top of MITU.

We have submitted property tax rebate applications for Orillia and Collingwood and should receive rebates by the end of March.

Human Resources (James, Bill F and Betty Ann) – No update at this time.

Services Committee (Lauren, Jeff, James, and Dominika) – Lauren reported a great meeting. Dominika joined the group and will be a great addition to the team. She brings lots of experience and great ideas. They are trying to narrow down their focus and plan for the next year. They are looking at KPIs, what they are, and how they can help enhance the environments withing each facility.

Resource Development – James reported no update. He is working on the Trillium grant, which is due on March 6th, for conversion of the BCR children’s waiting room to a modern, state of the art, staff meeting space (dry-erase wall, integrated video conferencing; HDMI/USB plugs on floor instead of, etc.). We will be asking for the maximum of \$200,000 in funding. Once the grant is ready for submission, James will forward it to CTN to submit on our behalf (as we must do as part of a collaborative).

Elevator Pitch /Marketing Stance – James noted this will fall with Dominika as the Communications person. He noted we are currently focusing on awareness building through pollinator gardens for BCR, with Collingwood and Orillia to follow. James and Dominika are planning a lunch and learn in April at BCR for the Pollinator Garden. James noted we really need to flush out our “Case for Support” for our marketing strategy. Joe feels it is important to work towards this as he has people asking where they can donate money. Everyone agreed this will be important.

Action: James will set up a meeting with the Resource Development Working Group to work on this.

Real Estate Working Group – This was covered under the CEO report. The committee has not reconvened. James will send the MOU from Redwood Park to group members tomorrow. He will ask everyone to review and then coordinate a meeting within the next few weeks to discuss.

5. **New Business** – Nothing was tabled.

6. **Adjournment - Moved:** by Bill Forster to adjourn the meeting at 6:33 pm.

Bill Macdonald, Chair

Next Meeting Date: Wednesday March 27th, 2024 – 6:00 pm
February 28, 2024