

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

**Wednesday January 31, 2024 – 6:00 p.m.  
BCR Boardroom and Microsoft Teams**

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

**BOARD BUSINESS**

1. **Welcome/ Call to Order** - Bill Macdonald called the meeting to order at 6:04 p.m.

2. **Declaration of Conflicts** – There were no conflicts declared.

3. **Consent Agenda Items**

**Approval of Previous Minutes** – November 22, 2023. No concerns noted.

**President & CEO Report** – This report was sent out with the Board Meeting package. The report covers up to the end of January 2024. All OCR lease renewals are complete. We are working on AODA compliance issues that impact our sites. Dominika led this work for New Path Services and is overseeing for the Common Roof to have in place by the end of May 2024. James noted we are moving to a VoIP telephone system across all Common Roof Sites, which will result in more efficiency and adaptability. Dominika has submitted 2 grants for the pollinator garden and will be investigating an additional funding request through the Rotary Clubs in Barrie. James is also working with CTN on a shared Trillium capital grant to reconfigure meeting room space at BCR to make them brighter, more welcoming, and accessible. We are also looking to create more meeting space in the Barrie building. No questions were raised with respect to James' report.

**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)** – James, Joe and Lisa had a good meeting with Bruce Parker, Dr. Gardner (CEO) and Karen Ellis from the Health Unit. They discussed different options and Dr. Gardner is going to talk to his Board and management team and will report back at the end of March. Our team debriefed and felt the need to make a recommendation and landed on 2 options as follows. A) Best Option - SMDHU has the option of supporting the USG as presented (we want to be consistent with other partners, do not want to set a precedent or do a one-off). B) Second Option – we refund their partnership fee (75,000) and they have the option to stay on as a tenant. We feel it is in the best interest of the Common Roof to have these parameters in place. If they decide on option B, their refund would be paid in installments over the term of their lease. James informed the partners and there were no issues or concerns. Lisa has followed up with Dr. Gardner by email, asking that he ask for and consider the thoughts/feedback from his staff team around the benefits of being in the building. He thanked Lisa, noting he would take this into account. Bruce also emailed James with some follow up questions, which James has responded to. More to come, but we would like to have this wrapped up and know our direction by the end of March.

**Moved:** by Joe Johnson and seconded by Bill Forster to provide the Common Roof Finance Team negotiating latitude to work with SMDHU to determine if their partnership agreement will continue under the modified USG approach or dissolve with a reimbursement of their initial Partnership Fee. All in favour. Carried.

Financial Update – James noted that 3 reports were included in the package. Ben is still working on templates for a high-level board summary. There are some challenges related to how things were set up

previously and Ben is working through this. We are in a better position financially than last year. Ben is currently working on the accruals and reconciliations for December.

James and Ben are meeting tomorrow to review MITU before the invoices go out to partners. Some partners are requesting a flat rate for MITU, so we are looking to do this for those partners who agree and will then involve the tenants.

**Human Resources (James, Bill F and Betty Ann)** – We have drafted the staff satisfaction survey, and the staff team are reviewing the questions and identifying which ones resonate with them. We will then revise and simplify the survey and send it out by the end of March. From a Reception standpoint, salary grids are being reviewed to ensure we are paying fair and equitable salaries.

**Services Committee (Lauren, Jeff, James, and Dominika)** – Lauren noted a great meeting last week. There are 6 groups in the queue for external room bookings. We are also looking at what services we want to offer this year to best support tenants and partners. The committee is looking at amenities on site that make staff want to work in the space and feel supported. They are also looking at refreshing and refurbishing some of the space at BCR.

We have a Security guard at OCR every Friday afternoon (as Friday seems to be the busiest day). This is a pilot project that we will evaluate in one month.

**Resource Development** – James noted we are looking at opportunities to build awareness. The pollinator garden will be a big piece of this with the community coming in to help. If we are successful with TD, Honda, and rotary grants, we will determine how to create space in addition to the gardens (i.e., awnings, walkways, educational signage, outdoor meeting space, etc.). There is also interest in a pollinator garden in Collingwood and Orillia. James noted we will then look at what else we can do with our properties (i.e., flea markets, fairs, community events, etc.).

As noted previously in James' update, we have also submitted a joint Trillium application with CTN to improve BCR Meeting rooms.

**Real Estate Working Group** – Lauren reported that we currently have an offer right on 2<sup>nd</sup> floor space in OCR, and also have interest on the 3<sup>rd</sup> floor.

James reported that he attended the Mayor's round table meeting in Orillia and they are looking at the homelessness issue. James noted lots of conversation with respect to a long-term plan. James shared with Lighthouse (also in attendance) the potential to look at our OCR /Lighthouse land down the road.

## 5. **New Business**

**Generational conversation** – James asked Board members to consider if there are any areas of interest that we should be talking about as an organization.

**Scholarship** – James reported that we have a rep from New Path Services Board, along with James, Bill M and Dominika on the committee. The announcement will go out next week (same criteria as previous). James will set up a meeting with the committee to connect and review preliminary items and applications and use our networks to send out the applications. It should go smoothly as they already have a rubric and template. If anyone is interested in participating, please contact James or Bill.

## 6. **Adjournment - Moved:** by Bill Forster to adjourn the meeting at 7:02 pm and seconded by Joe Johnson.

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**Bill Macdonald, Chair**

**Next Meeting Date: Wednesday February 28<sup>th</sup>, 2024 – 6:00 pm**

January 31, 2024