

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

**Wednesday May 28, 2024 – 6:00 p.m.
BCR Boardroom and Microsoft Teams**

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

BOARD BUSINESS

1. **Welcome/ Call to Order** – Paul Pratt called the meeting to order at 6:00 p.m.
2. **Declaration of Conflicts** – No conflicts were declared.
3. **Consent Agenda Items**
Approval of Previous Minutes – April 24, 2024. No concerns noted.

President & CEO Report – James reviewed his report which was sent out on Friday. He noted the March financial statements are draft until the Audit process is completed. He was happy to report that USG conversations are complete, and Simcoe Muskoka District Health Unit signed off on the Addendum. They will assume member status as of June 1, 2024. He noted the operational piece moving forward with respect to security at all sites and OCR is continuing with the Security Guard, who will alternate days on site.

James noted we are moving forward with the County of Simcoe Supportive Housing initiative at Collingwood CCR. This is a 3-year project with no cost to our agency. James will work with the County over the next few months as planning unfolds. He noted that feedback from members has been positive. There will be six modular units and a shed on the northwest side of the building that will house up to 24 people with on-site staffing. The goal of this initiative is to prepare tenants for independent living.

The VOIP phone system transition should be underway by the end of June.

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

4. **Committee Updates**

Finance Committee (Lisa, Joe, Paul, and James) – The Finance report was included in the Board package. Lisa noted no concerns, and everything is going well. The Audit started this week, and we are working with BDO to ensure proper placement of Catulpa funds. Everyone agreed it was a huge success to complete the USG.

James and Paul are working on a Deal Summary to send to potential lenders (BMO, MCAP, Meridian, Van City, and Infrastructure Ontario) to see what they will offer. We will do our due diligence and the Finance Committee will review the offers, compare to RBC, and decide who will oversee our finances moving forward. They will also determine if they want to separate out the mortgages for each site as opposed to having them combined into one.

Human Resources (James, Bill F and Betty Ann) – Bill F announced that Benjamin has received his HR Professional certification, along with our access for support through HR CONNECT. So, in terms of HR resources, we are in very good shape. An employee satisfaction survey has been completed and all staff are doing their HR on-line legislative training to be complete by the end of June.

Services Committee (Lauren, Jeff, James, and Dominika) – James sent the report out this morning. They have been discussing the work of other committees, as well as Key Performance Indicators. They would like to do a monthly summary of KPI's. James and Dominika are building a dashboard.

James shared his screen to show actuals versus benchmarks at May 2024 in terms of Stakeholder, Financial and Social Impact items. He noted we will get into the cost savings pieces at the end of Q2 after the partner/member survey is complete.

Action: James will send the Common Roof social media site information to Maureen to share with these minutes (FB, Twitter, and LinkedIn).

Resource Development – James noted this ties into the work of the Finance and Services committee. The Committee is looking at ways to engage local communities and build awareness (i.e., pollinator garden in Barrie and Collingwood; fundraising needs at OCR). They are reviewing objectives and crafting key messages in terms of what we are fundraising for (i.e., overhang, gardens, improving meeting rooms). James noted they want to produce a menu of fundraising options to share with the community.

James reported that CTN is still waiting to hear from Trillium for the retrofit for the BCR waiting room. Catulpa indicated that if the grant submission is not approved, they will explore other ways with us to cover these costs.

Real Estate Working Group – This was addressed in James's report with respect to the Supportive Housing initiative in Collingwood. James noted that Linda Loftus is on board and assisting with this venture.

We are also asking for ideas from the member committees about what we can do to enhance the space at each location. Bill F suggested a common room for OCR 3rd floor and James noted they have not considered the third floor at this time but will keep all options open as stakeholders provide input.

New Business

Scholarship Update – James noted the committee reviewed applicants last week (Round 1) and are now in Round 2. There are three awards, one for \$2,500 and two for \$1,250. They are aiming to make final selections next week and awards will be presented at the New Path AGM (Tuesday June 18th at Barrie Country Club). James noted there is also a former recipient, whose funds were set aside during the pandemic, and he is hoping to use funds this year. This recipient will also be included in the awards presentation.

Update on Bill Macdonald – Bill F provided an update on Bill M, who is undergoing some health issues. The Board asked Bill F to send our positive thoughts and well wishes to Bill and let him know we are thinking of him.

5. **Adjournment - Moved:** by Bill Forster to adjourn the meeting at 6:49 pm.

Bill Macdonald, Chair

Next Meeting Date: Wednesday June 26th, 2024 – 6:00 pm in Orillia

May 28, 2024