



FOUNDATION BOARD

MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on February 16, 2016 at 12:00 pm. in the Boardroom at Fairhaven.

ATTENDANCE

Members

*Phil Aldrich	Community Representative	Present
**Chris White	Community Representative	Regrets
Keith Riel	Committee of Management	Present
Pat Hooper	Community Representative	Regrets

Joe Sullivan	Resident Advisor	Present
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Staff

Joy Husak	Chief Executive Officer	Present
Lionel Towns	Director of Finance & IT	Present
Jen Baro	Executive Assistant	Present
Jaimie Bondy-Donohue	Development Officer	Present

Guest Speaker

* Chair

**Vice-Chair

FAIRHAVEN FOUNDATION BOARD MINUTES FOR FEBRUARY 16, 2016

Page 2 of 5

1.0 Approval of Agenda

The Chair called the meeting to order at 12:11 p.m.

Moved by K. Riel, seconded by J. Sullivan that,

“The Agenda of February 16, 2016 BE APPROVED.”

Carried

2.0 Approval of Minutes

Moved by K. Riel, seconded by J. Sullivan that,

“The Minutes of January 19, 2016 BE APPROVED.”

Carried

3.0 CEO Report

On February 10, 2016, Fairhaven and County/City of Peterborough delegation were to meet with the Honourable Dipika Damerla, Associate Minister of Health and Long Term Care. We were disappointed that the meeting was cancelled and waiting to hear when the meeting will be rescheduled.

Moved by K. Riel, seconded by J. Sullivan that,

“Motion to RECEIVE the CEO Report.”

Carried

4.0 Financial Report

4.1 Financial Report FIN 2016-02 Foundation Budget Development

2016 Foundation budget highlights include:

- Merchandise sales to bring in extra revenue
- Increase in café revenue offering more lunch options
- Increase in donation revenue through new direct mail campaign
- Increase in event sponsorship and revenue
- Decrease in salaries and benefits

After each fundraising event the Development Officer will present a report to the Board on the revenue generated from the event.

FAIRHAVEN FOUNDATION BOARD MINUTES FOR FEBRUARY 16, 2016

Page 3 of 5

A formal request will be presented to the Committee of Management to write off the amount owed to Fairhaven.

Moved by K. Riel, seconded by J. Sullivan that,

“The Financial Report FIN 2016-02, 2016 Foundation Budget BE APPROVED.”

Carried

5.0 Development Report

5.1 Development Officer Report DO 2016-02

The first Tour de Fork event was a success. The participating restaurants are interested in participating next year and increasing it to a 2 week event. The Foundation is getting in touch with the participating restaurants and will present a report of how much was raised at the March meeting.

Moved by K. Riel, seconded by J. Sullivan that,

“Development Officer Report DO 2016 02 BE RECEIVED.”

Carried

5.2 Link Gallery Meeting Minutes January 2016

The Link Gallery Committee is going to hold an information session on Wednesday February 24, 2016 to look at awareness and marketing plan for the Link Gallery.

Moved by K. Riel, seconded by J. Sullivan that,

“Motion to RECEIVE the Link Gallery Committee Minutes from January 20, 2016.”

Carried

5.3 2016 Fundraising Strategy

The 2016 Foundation Fundraising Strategy report highlights include:

- Structure of the café is a big focus to raise money
- 2016 Board Giving Campaign
- Additional Direct mail campaign
- Increase in payroll giving campaign
- New donor, welcome package will be given to all new donors

FAIRHAVEN FOUNDATION BOARD MINUTES FOR FEBRUARY 16, 2016

Page 4 of 5

Moved by J. Sullivan, seconded by K. Riel that,

“Motion to APPROVE the 2016 Fundraising Strategy.”

Carried

6.0 Governance

6.1 Ontario Association of Non Profit Homes and Services for Seniors (OANHSS) Budget Submission

OANHSS annual budget submission to the 2016-17 Provincial Budget outlining four priorities:

- Staffing increase to achieve a provincial average of 4 hours of care per day for residents over the next two years.
- Dedicated teams in every LTC home with specialized skills in caring for residents with dementia and moderate responsive behaviours.
- More designated behaviour units to ensure safe and proper care for residents with more severe responsive behaviours.
- Increased funding to ensure quality food.

Move by J. Sullivan, seconded by K. Riel that,

“Motion to RECEIVE OANHSS 2016 Budget Submission to the MOHLTC.”

Carried

6.2 Correspondence Sent to Minister Mitzie Hunter, Associate Minister of Finance

J. Husak was invited to attend the Associate Minister of Finance pre-budget consultations with individuals and organizations throughout the province as part of the government's ongoing dialogue with the citizens of Ontario. J. Husak followed up with a submission letter to the Minister regarding funding for Fairhaven.

7.0 Health & Safety

7.1 Occupational Health and Safety Report

The Human Resources department is encouraging staff to complete the on-line education. A new component to the education is a module on musculoskeletal training for staff.

Moved by K. Riel, seconded J. Sullivan that,

“Motion to RECEIVE Occupational Health and Safety Report H&S 2016 02”.

Carried

FAIRHAVEN FOUNDATION BOARD MINUTES FOR FEBRUARY 16, 2016

Page 5 of 5

8.0 Roundtable Member Reports of Community Issues

Fairhaven resident and Foundation Board member, Joe Sullivan took part in a TV commercial on "My Peterborough". This is presented by the Peterborough Immigration Partnerships sponsored by the New Canadian Centre, and City and County of Peterborough.

9.0 Items for Information

9.1 Newsletter February Home Happenings

9.2 Newspaper Articles of Interest

Peterborough This Week- Friday January 29, 2016, Rotary helps improve Peterborough seniors' lives with music.
Snap-February 2016, Warm your soul soup contest @ Fairhaven
Peterborough Examiner- Tuesday February 2, 2016, Tour de Fork for foodies
Peterborough This Week- Wednesday February 3, 2016, Dine in the Tour de Fork this week to support Fairhaven

10.0 Adjournment


Moved by J. Sullivan that,

"There being no further business, the meeting BE ADJOURNED at 12:45 p.m. in the Boardroom."

Carried

Next Meeting:

Foundation Board Meeting will be held on Tuesday March 15, 2016 at 12:00 pm. in the Boardroom at Fairhaven



Chair Foundation Board

CEO

Approved as Presented

Approved with Corrections

