

## MINUTES FOR THE DIRECTORS MEETING OF GAIHC By Zoom

**DATE:** August 22, 2022

**Present:** Simone Halpin, Betty Schultze, Dorothy Betts, Marilyn Geater, Dominique Pattinier, Linda Hellenius, Val Lofvendahl, Marni Laird. Odette Laramee and Brenda Fowler attended only to present the report on Home Hospice.

1. Simone called the meeting to order at 1:05.
2. M/S/C Motion to adopt the Agenda.
3. M/S/C Motion to approve the minutes of the July 18, 2022 meeting.
4. **GABRIOLA HOME HOSPICE PROGRAM:** Written report by Odette Laramee and oral reports by Odette and Brenda Fowler with the following highlights:
  - Home Hospice is widening its support to community clients who are not necessarily hospice.
  - There was much discussion on how to access help for people who need it and who are currently slipping through the cracks. The problem often starts with the hospital discharging patients who live alone and are not able to care for themselves (although they say they are). Home Hospice is working on client checklists and preapproval from the doctor for home support if the hospitalization is scheduled. There are some organizations such as Better at Home and the Ambulance Society that provide some help but not in a timely manner in a critical situation.
  - Currently, if a volunteer suspects a client needs help, they can ask for permission to give the client's name and contact information to PHC. The volunteer can then contact Odette. PHC has weekly meetings of all staff, including representatives from VIHA, the Ambulance Society and Better at Home, to triage new clients and come up with the best plan for them.
  - There was discussion that one or more rosters, divided by skillset, of people who could help out in urgent and non-urgent situations, be created. Brenda will work on this.
  - Currently \$4000 of our grant goes to volunteer training and \$6000 to family and caregiver support and volunteer support and events, per year.
  - They will be reapplying for a grant this year. It could be possible to direct this towards creating a roster directory.

- After Odette and Brenda left the meeting, Linda suggested that the Auxiliary could possibly set up a roster of volunteers who would be willing to help out people in need on short notice. These would not be medically trained, but people who could do a wellness check, make a cup of tea or light meal, etc.
- 5. PRESIDENT'S REPORT:** Report from Simone was presented orally with the following highlights:
- **M/S/C Marni/Marilyn that Val Lofvendahl join the Board as a Member-at-Large.**
  - **A grant request for \$6841.52 has been received from the Hope Centre for their Rug Huggers and Mother Goose Programs. M/S/C Marilyn/Val that the Hope Centre Grant be approved.**
  - Reconsideration was given to Nancy Hetherington Peirce's suggestion a year ago *"That during the last two weeks of September – the last month of the Financial Year (Oct 1 to Sept 30) – the Board chooses, distributes, and records any annual grant donations in that Year's finances. Therefore, the donations would be recorded as an expense in the Financial Year for which we know the financial situation, instead of the current system where each October AGM commits this expense to the next Financial Year with its unknown financial situation"*. **M/S/C Marilyn/Linda that Nancy's recommendation as proposed in her letter be accepted.**
  - The discussion of whether the Auxiliary should apply for Charitable Status was reopened. There are some restrictions concerning what kinds of organizations can be supported. This discussion was tabled until the next meeting to give Board members a time to find out more about the process and restrictions.

**M/S/C to approve Simone's President's Report.**

- 6. GABE SHOP REPORT:** Written report from Tammie was presented at the Board meeting.
- M/S/C to accept Tammie's Shop Report.
  - Marilyn and Marni met with Beckie who approved turning the supply closet into a dressing room. There needs to be easy access to the well control and to turn-off valves. She would like a written scope of work once we have the contactor approved.
  - Work on moving the office and clearing back sorting areas will start after Labour Day. The tent structure around GABE Mini will be removed after Thanksgiving.

- The opening days (Wednesday through Saturday with donations on Tuesdays) will remain as is and be re-evaluated at Thanksgiving.
- The punch card programme was suspended and will not be reintroduced.
- Ice cream cards should have no expiry date. Notice to that effect should be given in Newsletter, on Facebook and our website, and a printed notice can appear on ice cream cart. The existing cards can be reused, with the expiry date crossed off.
- Tammie will be welcome to present directly to the Board if required for clarification, but there is no need for her to regularly attend Board meetings.

**7. FINANCIAL REPORT FROM TREASURER:** Marni presented written financial report for July.

- **M/S/C Marni/Val that 35% of net revenue for June, \$4403.53, be transferred to the savings account.**

**M/S/C Marni/Linda to approve Marni's financial report.**

- *In Camera* discussion with decision to give Tammie a bonus.

**Motion: M/S/C Marilyn/Dorothy that Tammie be given a bonus of \$565.32, for a net amount of \$500.00**

**8. DRIVERS TO DOCTORS REPORT:** Written report by Marni presented at the Board meeting.

**M/S/C Drivers to Doctors report accepted.**

**9. MEALS ON WHEELS REPORT:** Written report by Linda Hellenious was presented at the Board meeting.

**M/S/C Meals on Wheels report accepted.**

**10. VOLUNTEER COORDINATOR'S REPORT:** Written report by Dominique presented at the Board meeting. There needs to be a correction to Drivers to Doctors hours.

**M/S/C Dominique/Betty Volunteer Coordinator's report accepted.**

**11. EVENTS COORDINATOR'S REPORT:** Report from Simone was presented orally with the following highlight:

- **Big Draw:** \$1800 in prizes have been secured. Simone has applied for the licence; it will run from August 31 to the draw on October 15.

**M/S/C acceptance of Simone's report.**

**12. MEMBERSHIP REPORT:** Simone reported that there are no new membership applications but one new volunteer yet to sign up.

- Simone will send out a membership renewal update form to all members.

**Membership report accepted.**

**13. ADMINISTRATION:** Nothing to report.

**14. CARD REPORT:** One card was sent out in July.

**15. REVIEW ITEMS FROM JULY MEETING:**

- Annette is unable to join the ad hoc committee for recruiting Board members, and Simone received no response to her request for an additional member. There was some discussion about recruiting new Board members, but the issue was tabled until the next meeting.
- Diabetes bins have been removed and sent to GIRO for recycling. The Diabetes Society may or may not pay for their removal.
- Ads for grant applications will run August 31 and September 14, 2022 in The Sounder.
- Student Employee Grant has not been explored yet (we have until January).
- Policy and Procedures Manual is still under consideration.
- Lunch potluck will be held at Betty's on September 12 at noon and will include a short Board meeting for September.

**16. NEW BUSINESS:**

- **Next Newsletter:** There will be information about the Big Draw, Tammie's workshops, and Dorothy will interview the scholarship recipient
- **Motion:** M/S/C Marilyn/Marni that (Auxiliary payment) for volunteer appreciation events/activities will be limited to a once-a-year event including all volunteers.

**17. NEXT MEETING:** September 12, 2022 at 12:00 at Betty's home (2688 Islands View Drive).

**18. NOTICE TO ADJOURN: M/S/C moved to adjourn at 3:30.**