Lucknow Community Health Centre Board

January 23, 2020 at 6:00 pm
Lucknow Fire Hall
Minutes

Members Present:
Township of Ashfield-Colborne-Wawanosh   Wayne Forster
Township of Ashfield-Colborne-Wawanosh   Anita Snobelen

Staff and Others Present:
Board Secretary   Florence Witherspoon

1. Call to Order
Secretary, Florence Witherspoon called the meeting to order.

a. Election of the 2020 Chairperson

As per the terms of the agreement, it is the Township of Huron Kinloss' term to hold the position of Chairperson. Carl Sloetjes advised prior to the meeting that he will be representing Huron-Kinloss for the year 2020, and as there is only one member from Huron-Kinloss who will be on the Lucknow Community Health Centre Board for 2020, Carl Sloetjes is automatically the 2020 Chairperson.

As Carl Sloetjes was absent, the Secretary chaired the meeting.

2. Disclosure of Pecuniary Interest
None declared.

3. Adoption of Previous Minutes

Resolution No. 1	Moved by: Wayne Forster Seconded by: Anita Snobelen THAT the Minutes dated October 8, 2019 of the Lucknow Community Health Centre Board be adopted as circulated.

                                                                                CARRIED

4. Business Arising from the Minutes
None.

5. Budget 2020

The Board reviewed the 2019 Actual vs. Budget Comparison Report and the 2020 Draft Budget. It was decided to add $2,500 to the budget to reconstruct the front sidewalk at the Lucknow Community Health Centre.

Resolution No. 2	Moved by: Anita Snobelen Seconded by: Wayne Forster THAT the Lucknow Community Health Centre Board approves the 2020 Draft Budget in the amount of $ 41,800. AND FURTHER THAT it be sent to the councils of Ashfield-Colborne-Wawanosh and Huron-Kinloss with the recommendation that it be approved and adopted.

CARRIED

6. 2018-2019 Renovation Project Final Numbers

Staff have prepared two reports, one outlining the donations, and the second detailing an overview of the costs of the capital renovation, the donations received, and the clinical equipment and furnishings purchased. Staff is seeking direction on the allocation of the excess funds that are intended to be placed into reserves to fund future replacement of the clinical equipment and furnishings purchased with the fundraising efforts.

Resolution No. 3	Moved by: Anita Snobelen Seconded by: Wayne Forster WHEREAS on September 24, 2019, the Lucknow Community Health Centre Board passed a motion that the funds in excess of $150,000 fundraising goal for the clinical equipment be put into reserves for future replacement as needed; NOW THEREFORE BE IT RESOLVED THAT $20,000 be placed into reserves for future replacement as needed; AND FURTHER THAT the balance offset the capital renovation.

CARRIED

7. Lease with Dr. Puntillo and Dr. Henderson

The Doctors have signed the lease and it is now being sent to the respective Council's for execution.

8. Lease Amending Agreement – Dental Suite

A a renewal lease acknowledging the extension was agreed to between staff and the Dental Corp. The document includes acknowledgement of the extension and the increased fee for the kitchen space. While not yet returned, this will be sent to each Council for execution once received.

9. **New Business**

   a. **Noise Complaint**
   A complaint was received from the staff at the Centre that there is significant noise between the exam rooms which may cause a breach of privacy. It was confirmed that the walls are insulated for that purpose. Staff was given direction to see if any more complaints of this nature are submitted and the issue will be revisited at that time.

   b. **Media Request**
   Staff was contacted by a media outlet requesting information on why the Medical Centre took so long to open. Staff was directed to prepare a news release to address the issue.

10. **Next Meeting**
   At the call of the Chair.

11. **Adjournment**

	Moved by: Wayne Forster
Resolution	Seconded by: Anita Snobelen
No. 4	THAT the Lucknow Community Health Centre Board adjourn at 6:49pm to reconvene at the call of the Chair.

   CARRIED

   ORIGINAL SIGNED BY

   _____

   Chair, Carl Sloetjes

   ORIGINAL SIGNED BY

   _____

   Secretary, Florence Witherspoon