



**Minutes of Hospice Greater Saint John
Board of Directors' Meeting
Wednesday, November 2, 2011**

The Board of Directors of Hospice Greater Saint John met on Wednesday, November 2, 2011 at the Bobby's Hospice at 385 Dufferin Row in Saint John, NB.

Executive Present: Patrick Woods, Chairman
John Sheehan, 1st Vice Chairperson
Shirley McAlary, 2nd Vice Chairperson
Marta Kelly, Treasurer
Tina Learmonth, Secretary
Sandy Johnson, CEO

Directors Present: Ivy Cosman, Peter Forestell, Doug McCaig, Ivan Ho, Dr. Chris O'Brien, Director of Medical Care

G1. CALL TO ORDER AND APPROVAL OF AGENDA

Chairman, Patrick Woods called the meeting to order at 5:20 pm.

Motion to approve the agenda as presented. (Shirley McAlary/Ivan Ho) Carried

G2. APPROVAL OF MINUTES – September 28, 2011

Motion to approve the Board of Directors' minutes of September 28, 2011. (Shirley McAlary/Doug McCaig) - Carried

G3. GOVERNANCE POLICIES

Motion to approve the final copy of the Governance Policies. (Patrick Woods/Marta Kelly) - Carried

Sandy Johnson to provide final copies to all Board Members.

G4. RESOURCE DEVELOPMENT – LEGACY FUND

Shirley McAlary reported on our meetings with our lawyers and the Greater Saint John Community Foundation regarding the establishment of a Hospice Legacy Foundation. Discussion took place on the purpose, benefits, risks and requirements of establishing our own separate Hospice Foundation or partnering with the GSJCF to house the Legacy Foundation.

A copy of GSJCF's investment policy, 10-year fund performance and a sample agreement were provided to the Board. The Board was informed that funds placed in the GSJF would legally be owned by them and not by Hospice.

The Board directed the CEO and Shirley McAlary to pursue discussions with the GSJF and our lawyers and report back to the Board with a recommendation at the next meeting.

Legend: G = Governance Agenda Item; O = Operational Agenda Item; GO = Governance & Operational Agenda Item

G5. FINANCIAL REPORT

Marta Kelly reported that the year-to-date financial statements are on track with donations and The Shoppe revenue performing as planned. She advised that budgeting for 2012/13 is underway and that the Finance Committee will bring a final draft to the Board for approval at the next meeting.

Motion to approve the Financial Report. (Marta Kelly/Ivy Cosman) - Carried

O6. OPERATIONS

Dr. Chris O'Brien reported that as of October 31, 2011 which marks one full year of operations, ninety-nine patients had been admitted to Bobby's Hospice with excellent feedback on the care and the facility. He reported that the physicians, staff and volunteers have done a superb job of delivering quality end of life care that is exceeding national standards.

The Board reported that they were receiving good community feedback as well and the operations of Bobby's Hospice are reflecting well in the community. An excellent news story appeared in the Telegraph Journal on November 1, 2011, which provided good information and feedback to the community on their investments in Hospice.

O7. MEETING WITH THE DEPARTMENT OF HEALTH

Dr. Chris O'Brien reported that he and Sandy Johnson had a good meeting with representatives from the Department of Health in mid-October. Officials are pleased with the utilization statistics and patient/family outcomes. Our current operational contract expires on March 31, 2012. As per our contract, a written formal request for renewal, along with a cost of living increase will be made in December.

O8. FUNDRAISING & EVENTS UPDATE

Sandy Johnson reported on the upcoming events and asked Board members to help support Angels by volunteering for a shift and the Gala with a donation to the Silent Auction. In addition, she reminded Board members about the upcoming Recognition Night & Christmas Party and Memorial Service.

Motion to receive the operational reports and approve the name change for the house to Bobby's Hospice. (Shirley McAlary/Ivan Ho) – Carried.

G7. ADJOURNMENT

Motion to adjourn the meeting at 6:50 pm. (Patrick Woods)

Next Meeting –Wednesday, November 30, 2011.

Respectfully submitted by:



Sandy Johnson
Chief Executive Officer