

**Hospice Greater Saint John
Minutes of Board of Directors
Tuesday, October 30, 2007**

The Board of Directors of Hospice Saint John met on Tuesday, October 30, 2007, at the Hospice House Dufferin Row, Saint John NB.

Present: Marilyn Craft, Sandy Johnson, Suzanne Roma, Ivy Cosman, Pat Woods, Cathy Connolly, Betty Bowes, John Sheehan, Marijke Blok, Shirley McAlary, Chris O'Brien, Jo MacLean, Doug McCaig, Shelley Macdougall

Regrets: Tina Landry, Ivan Ho, Dr. Nancy Grant, Dr. Chris O'Brien

1. WELCOME & OPENING PRAYER

Marilyn Craft Chairperson called the meeting to order at 4:30PM. The opening prayer was said by Betty Bowes.

2. APPROVAL OF AGENDA

*Motion to approve the agenda as presented. (Shirley McAlary//Ivy Cosman)
Carried*

3. APPROVAL OF MINUTES

Motion to approve the Minutes of September 25, 2007 as circulated. (Shirley McAlary/Shelley Macdougall)

4. RESIDENTIAL HOSPICE UPDATE

4.1 Renovation Plans

Sandy reported on the renovation plans and the meeting the Residential Hospice Working Committee had with architect Mike Richard. She thanked Bruce Sullivan and Mike Richard for their considerable support of Hospice. Sandy reported that Mike continues to work on the design concept and prepare this for tender. Renovations are not scheduled to begin until the Winter of 2009 at the earliest. At present, Mike is working without pay while Hospice works to raise the money needed to move forward. A contract and work plan is in development and Sandy to pursue a contract with Mike Richard for presentation to the Board.

4.2 Government Status Report re Operational Funding

Sandy reported that Minister Mary Schryer advised us on the day she was here with Premier Shawn Graham at the September that Residential Hospice would be in the Seniors' Plan due to be announced in January 2008 by government. Since then, Minister Schryer has invited Chris, Nancy and Sandy to attend the final consultations regarding this plan in Fredericton in November. Nancy and Sandy will attend.

4.3 Realize The Dream Capital Campaign

Sandy reported that we have received a \$100,000 grant from a Foundation in Nova Scotia who wishes to remain anonymous. Sandy has a number of other foundation grant proposals out there awaiting response. She is also actively working with various government departments to secure capital funding – RDC, CMHC and ACOA.

Cathy Connolly spoke about the Capital Campaign which will be launched at the Valentines Dance. We as the Board need to be actively supporting this Campaign within our community over the next 2 years.

It is our intention to hold the funds in trust until we have raised the total amount needed to fully cover the costs of building renovations and have secured a commitment from government regarding operational funding.

Cathy and Sandy have a meeting with Allan MacDonald, a retired Vice President from the Bank of Nova Scotia who is offering to actively support our corporate campaign. He has great deal of experience working on Corporate Campaigns and a number of influential community contacts.

5. COMMITTEE REPORTS

5.1 House Committee

Douglas Avenue

Shirley McAlary reported that we have accepted an offer for Douglas Avenue which is subject to rezoning. She will leave this meeting to attend PAC meeting at City Hall to support the re-zoning application. The City staff has not recommended to PAC the number of units requested by the potential owner.

There is a second offer pending should this first offer be withdrawn and/or re-zoning not be approved. This offer would be subject to inspection and financing.

It was reaffirmed that all information around the Board table is to be held in the strictest confidence until publicly released by the organization, i.e., the purchase price of Douglas Avenue and pending offers, etc.

Dufferin Row

There was a flood in the basement of the house on Dufferin Row on September 25 due to a break in a water line from the City. The city has repaired the problem and invoices are being forwarded to them for payment. One of the pipes in the basement is cracked and will need to be repaired.

5.2 Finance Committee

Pat Woods congratulated Sandy for obtaining the \$100,000 Grant from the NS Foundation. We have about \$25,000 in the operational account which is typical at this time of year as we wait for grants and fundraising to materialize. Expenses and revenues are in line with the planned budget. Hospice has a separate account for capital funding called Hope House.

5.3 Resource Development Committee

Angels Remembered

Cathy Connolly reported that the Angels Remembered Campaign will kick off at the Sea Dogs Game December 1, 2007 at Harbour Station. Rogers Cable always covers the games so this will give us additional publicity. There will be a draw for those who hang an angel on the tree that night with the prize supplied by Sun Life.

Doug McCaig suggested asking the Sea Dog players to participate in the Angels campaign at various locations.

Valentine's Gala

The date has been changed to Saturday, February 16, 2008 at the request of the band. Steve Murphy from ATV will be at the Valentine's Dance to launch our Capital Campaign and has agreed to the Campaign Honourary Chairperson. He should be a draw and help sell more tickets.

Cathy said there is a formula that has been adapted for fundraisers to determine how much money an individual will likely spend at an event like the Valentines' Dance. This includes the price of their ticket plus the auction items as well as items like our bracelets, 50/50 Draw and donations to the capital campaign. As a result, the Resource Development Committee believes the ticket prices to the Gala should remain the same as last year.

Efforts are underway to secure a major corporate sponsor for this event and increase corporate table sales.

Hike for Hospice

Hike for Hospice was discussed. Perhaps we may take a break from this fundraiser this year. When we have opened the Residential Hospice, it could then become a Memorial Hike. Pat Woods says he likes the idea of the Hike because it gets young people involved. John Sheehan said we could make a request to Susan Tipper, Superintendent of School District 8 to have schools involved with the Hike. John Sheehan said he would help set up the presentation to the principals.

Bayshore Conference

The Bayshore Conference was a success this year but it will not be done again next year. Tina Landry would like to do some other fundraiser with her office next year. Bayshore gave Hospice a cheque for \$6,000 which was a combination of proceeds from the conference, the Hike for Hospice and a national corporate donation.

Yard Sale

Shirley said she would like to have a Giant Flea Market/Yard Sale in the spring. There is lots of room to store items in the basement of the house.

Cathy expressed a concern about the number of times we are out in the community soliciting funds.

Hope & Healing Bracelets

We are actively selling our 250 bracelets at \$20 each. Board Members were encouraged to take some on consignment and try to sell them. They will also be sold during the Angels Remembered Campaign as well as at the Valentine's Gala.

5.4. Friends of Hospice

Betty Bowes reported that nine of the Friends of Hospice just completed the 24-hour Hospice Palliative Care Training Program through Hospice.

5.5 Executive Director's Report

Sandy reported the Bayshore 2-day Conference had excellent speakers. 10 volunteers from Hospice attended.

Twenty-Three people took the 24 hr volunteer training program.

Sandy, Ruth and Diane will all be attending the 3 day National Conference in Toronto on Nov 4-7th. As a result, the office will be closed for three days.

Sandy had available a copy of the Canadian Hospice Palliative Care Newsletter with a nice article on Hospice Saint John's quest for Residential Hospice.

The Family Caregiver Lunch and Learn Program has been cancelled. Despite extensive advertising there were no registrants. It is hoped to use the remainder of the grant money for this program for a one evening session given by Chris O'Brien to Caregivers. Sandy is contacting the IWK Foundation for permission.

We have 40 families in our Palliative Services Outreach Program. It continues to be very difficult to acquire parking passes for our volunteers visiting at the hospital. Thanks to Ruth for her hard work on this.

We have no difficulty securing registrations for Grief Support Program with little promotion. Twenty-three registered for the fall session. Plans are underway to add a third program – daytime, winter group if we can secure the volunteer support needed to do so.

Sandy reviewed the results of the Hospice Client Survey which showed tremendous support for Hospice and the establishment of a Residential Hospice and considerable confusion re Hospice and the Palliative Care Unit.

- 250 surveys were mailed out to people who had received Hospice support.
- 36 were returned or 14%.
- 15 or 41% thought they were responding to the care received in the Palliative Care Unit and did not seem to be able to distinguish the difference between Hospice and the Palliative Care Unit.
- 100% agreed that our community needs a Residential Hospice.
- 100% were pleased with the care and support they received through Hospice and the Palliative Care Unit.
- Regarding Hospice support services the two things that people repeatedly remarked about and found helpful was: 1) the information received from Hospice; 2) the monthly phone calls. Several others mentioned the grief support groups and the Annual Memorial Service as being helpful.
- There were very few suggestions on additional care or support services that could be implemented.

one person suggested help with the paper work following a death; another suggested weekend support; another thought it cost money to be a Hospice volunteer; two others said to start raising money now for the Hospice beds and more public awareness about these beds; and, one person suggested a garden area where family & patients could get fresh air.

6. ADJOURNMENT

Motion to adjourn meeting at 6:30PM Doug McCaig. Next Meeting Tuesday Nov. 27, 2007

Respectfully submitted

Suzanne Roma
Secretary

Edited by Sandy Johnson, Executive Director as per a Board Motion at the November 27, 2007 Board of Directors' Meeting.