

**YMCA of Southwest Nova Scotia
Board Meeting
South Shore Regional Hospital Board Room**

Wednesday, January 20th , 2016

Present

Harland Wyand
Elspeth McLean-Wile
John Wright
Ken Smith
Beth Earle
Matt Naugler
Lawrence Garner
Jill Sutherland - CFO
Yvonne Smith – CEO

Absent

Brenda Peters
Brit Mathisen
Alan McMullin
Louis Tousignant

1. The chair called the meeting to order at 6:05 p.m.
2. A motion to approve the agenda was made by Lawrence, seconded by Beth and carried. Regrets were received from Brenda, Brit, Alan and Louis.
3. The chair invited approval of the minutes of the Board for the December meeting. Having called three times for approval and receiving no objection she declared them approved.
4. (a) Lawrence presented a report of the work of the Human Resources Committee. He spoke of the job performance review situation, including the CEO salary, the proposed 2% increase and other matters. He plans to give a full report to the March meeting of the board.

(b) Elspeth provided an introduction to the AHA report circulated by Yvonne who then pointed out that the data on which the report is based is a year old. However it can be a useful tool to compare year by year performance. It is seen as a tool for discussion rather than for evaluation. Elspeth then invited the board to enter into discussion as to how we might best use this tool. She also went on to explain that the Annual Work Plan approved by the board was the best tool to measure actual performance. Yvonne suggested we wait until the audit is complete before proceeding. Elspeth suggested we build the AHA report into the annual calendar for October or November in order to provide information to the YMCA.
5. Jill reported that the audit is now well underway – perhaps 75% complete - and ought to be done before Feb. 15. She went on to present the financial statements from both the Fundy and Lunenburg county branches and pointed out that the arrival of utility bills can be sporadic and revenue from the local area council is remitted quarterly. Yvonne will address the Council in March. The financial picture for the Lunenburg County campus is much improved over last year. Upon a motion from Beth, seconded by Matt and carried the financial reports were received by the board.

6. Matt then went on to present his report on the CEO Performance Review mentioning that it is presently a work in progress and that the goals are tied closely to the annual work plan and other goals as well.
7. (a) Under new business, Elspeth spoke on Board Governance and proposed a discussion of the board regarding salaries and other matters in September or October including a pre-budget consultation. She also noted that future planning for capital needs was required and a review of key governance principles would help. As we build key monitoring pieces into the calendar the board must be diligent in assessing measurements and ensuring that the process is totally transparent. Elspeth committed to do this work in February along with Occupational Health and Safety, membership reports and updates on strategic planning.

(b) We also discussed the various skill sets required of members of the board in order to strengthen the diversity of the possible support within the board. This work will be useful to the Nominating Committee (Alan and Ken) who will contact each of the current board members to learn of their plans for the future. We will set the date of the AGM in February.

8. The board moved 'in camera' for their regular session.
9. Upon a motion of Lawrence we stood adjourned.