

BOARD OF DIRECTORS MEETING

OPEN SESSION

Thursday, January 25, 2024

5:30 pm – La Verendrye General Hospital / Webex

A G E N D A

Item	Description	Page
1.	Call to Order – 5:30 pm – Indigenous Acknowledgment & Reading of the Mission Statement 1.1 Quorum 1.2 Conflict of Interest and Duty	
2.	Consent Agenda 2.1 Board Minutes – November 30, 2023 * Pg 4 2.2 Board Chair & Senior Leadership General Report – D. Clifford, H. Gauthier, J. Loveday, C. Larson, J. Odgen, Dr. L. Keffer * Pg 7 2.3 Governance Committee Report – J. Begg 2.4 Audit & Resources Committee Report – B. Norton * Pg 9 2.5 Quality Safety Risk Committee Report – M. Kitzul * Pg 12 2.6 Auxiliary Reports * Pg 14	
3.	Motion to Approve the Agenda	
4.	Patient / Resident Safety Moment	
5.	Business Arising - None	
6.	New Business - None	
7.	Opportunity for Public Participation	
8.	Move to In-Camera	
9.	Other Motions/Business	
10.	Date and Location of Next Meeting: February 29, 2024	
11.	Termination	

* denotes attached in board package / **denotes circulated under separate cover / *** denotes previously distributed



**BOARD OF DIRECTORS MEETING
ANTICIPATED MOTIONS – OPEN SESSION**

Thursday, January 25, 2024

3.	Motion to Approve the Agenda	THAT the RHC Board of Directors approve the Agenda as circulated/amended
8.	Move to In-Camera	THAT the RHC Board of Directors move to in camera session at (time)
9.	Other Motions/Business	
11.	Termination	THAT the RHC Board of Directors meeting be terminated at (time)

Indigenous Acknowledgment:

Riverside acknowledges that the place we are meeting today is on the traditional lands of the Anishinaabeg people, within the lands of Treaty 3 Territory, as well as the home to many Métis.

VISION
Caring, Together

MISSION
Improving The Health of Our Communities

VALUES
Progressive • Integrity • Caring • Accountable

STRATEGIC PILLARS

ONE RIVERSIDE
Supporting a consistent and enabling organizational culture

INVESTING IN THE PEOPLE WHO SERVE
Creating a plan to strategically leverage human resources

TOMORROW'S RIVERSIDE TODAY
Making investments today, to support Riverside tomorrow

STRIVING TO EXCEL IN EQUITY, DIVERSITY & INCLUSION
We will support EDI in all we do

 **Riverside
Health Care**

of security and police visibility, patients screaming and yelling at staff, a woman passed out on the bathroom floor, garbage and dirt everywhere and just an overall unsettling feeling. In taking in her surroundings, the patient was thankful for her home hospital in Fort Frances. The patient shared her experience with the physician and staff was great and she received good care, however just wanted out of there. The patient headed home to Fort Frances and noticed her leg was getting worse which warranted another visit to the ER however in Fort Frances this time. The patient shared her experience was very different from Winnipeg noting the hospital was clean and comfortable, she was triaged within 15 minutes and was seen by the physician within one hour. She shared the care she received in Fort Frances and the investigations done in order to rule out a blood clot which can happen after a burn, was thorough. The physician felt her leg was infected and the patient was instructed to return in the morning for IV antibiotics and ultrasound to rule out the blood clot. The patient returned the next morning and was happy with the outcome of the ultrasound and her care plan. The patient is now healing. The patient shared she reflected on her experience in Winnipeg and in Fort Frances and noted she is thankful her burn wasn't worse than it was and couldn't imagine the pain and disfigurement many burn victim's experience. She reiterated her experience in Winnipeg was no fault of the staff as she received good care, however as a patient, the chaos and physical environment was quite unsettling. The patient recognized there are daily challenges everywhere in healthcare and our small town is not exempt from some of these, however through this experience, it made the patient very thankful for what we do have. She shared she is very thankful for her hometown hospital in Fort Frances and the excellent care received. Everyone was fabulous from Registration to discharge (Clerks, Nurses, Doctors, Lab Tech and Ultrasound Tech). She felt safe, comfortable and well-cared for in a professional manner. There is something to be said for a small-town hospital that has a family vibe and provides excellent care.

D. Clifford thanked J. Loveday for sharing this patient story.

5. BUSINESS ARISING:

There was no business arising.

6. NEW BUSINESS:

6.1 Board Chair & Senior Leadership Report

J. Begg referenced the circulated report and shared he only wanted to provide a comment and noted he is proud of this organization and is excited to see the Indigenous space completion and that an artist has been selected by the Elders. J. Begg acknowledged the lab staff and the positive work they do, and the positive feedback received. He acknowledged all for these good things.

7. OPPORTUNITY FOR PUBLIC PARTICIPATION

D. Clifford welcomed Jack Elliott noting Mr. Elliott would have 10 minutes for public participation. Mr. Elliott explained he wanted to attend this evening to familiarize himself with the operations of the Board. He shared his concerns are regarding Rainy River however noted he was not prepared to discuss this evening however may speak to this later down the road. Mr. Elliott noted there is a lot of gossip floating around and he shared he does not want to contribute to this therefore he is not prepared to address anything tonight. D. Clifford noted if there are concerns on an operational level, the process would be that these are addressed to Senior Leadership and could be submitted through B. Booth and then the proper people would be engaged to investigate. Mr. Elliott shared he is not interested in operations and only wanted to familiarize with the operations of the Board. He noted, if and when, he has questions he will address them at a later date.

D. Clifford thanked Mr. Elliot for attending.

8. MOVE TO IN-CAMERA:

It was,

MOVED BY: J. Begg

SECONDED BY: E. Bodnar

THAT the Board go in-camera at 5:53 pm.

CARRIED.

9. OTHER MOTIONS/BUSINESS:

There was no other motions/business.

10. DATE AND LOCATION OF NEXT MEETING:

January 25, 2024

11. TERMINATION:

It was,

MOVED BY: E. Bodnar

THAT the meeting be terminated at 8:28 pm.

CARRIED.

Chair

Secretary/Treasurer



**Board Chair, Chief of Staff & Senior Leadership – January 2024
Open Session**

Strategic Pillars & Directions

Investing in Those Who Serve - Strategically Leveraging our Human Resources

- Emergency Planning Update**
Our Core Emergency Planning Team comprised of corporate representatives will be meeting next to develop site specific teams and a process to link them more effectively to the Core Emergency Planning Team. This balanced approach will lead to evolution of a more fulsome emergency plan, including addressing the robust Continuity Business Plans developed in conjunction with KPMG during 2023 from a service, site, and corporate perspective.
- Emergency Pay For Results**
Riverside Health Care’s proposal for the Emergency Departments Pay For Results (P4R) program in Fort Frances and Rainy River were approved by Ontario Health. Ultimately, through this funding, Emergency Departments will have the means to undertake initiatives specific to their site’s needs that will improve their ability to remain open and continue to deliver effective emergency care to the communities they serve.

One Riverside - Promoting a Consistent and Empowering Culture

- Web Site**
Our new web site launched the week following our November Board Meeting. Feedback regarding the website has been positive and its growth continues as we advance through our soft launch.
- Police Transition Committee**
The Police Hospital Transition Committee agreed to a Transfer of Custody (TOC) form that went live November 1, 2023. The form is being utilized effectively and positive feedback has been received. Compliance remains a priority with a goal of 100% completion at all times of transfer of custody. This form enhances communication and clarity between hospital staff and officers during a transfer of custody.
- Skin and Wound Care**
Rainycrest Long Term Care Home has made significant ground in addressing skin and wound care challenges. The Home surpassed the provincial average for all three indicators related to skin and wound care in long term care homes.

Pressure Ulcer				
Percent of Residents Who Had a Stage 2 to 4 Pressure Ulcer (RC Goal to meet)	1.90%	4.60%	2.40%	4.60%
Percent of Residents Whose Stage 2 to 4 Pressure Ulcer Worsened (RC Goal to meet)	1.80%	2.40%	2.40%	2.40%
Percent of Residents With a Newly Occurring Stage 2 to 4 Pressure Ulcer (RC Goal to meet is)	1.40%	1.90%	1.80%	1.90%

Tomorrow’s Riverside Today - Investing Today to Support Tomorrow

- Meditech Update**
The NW Ontario Electronic Health Record Business Case was approved by the Boards of Directors of all participating organizations from April to June 2023. The Boards of Directors approved the Business Case and TBRHSC as the lead finance entity with each organization paying their share. The Business Case included working with the ONE Health Information Technology Service (ONE) partnership of the Northeastern (NE) Ontario hospitals. There are a number of agreements that support the Meditech contract, and these agreements have now been fully executed. Development of all agreements were managed by the NW Negotiating Team. Next steps that directly impact Riverside Health Care includes ramping up activities, such as, securing some temporary resources, detailed planning, etc. This Phase will complete with the formal Kick Off being targeted for Spring 2025.

• **Regional Updates**

Digital Health – Electronic Health Record (EHR)	All hospitals approved the EHR renewal Business Case and vendor negotiations complete.
	All agreements executed by regional hospitals.
	Regional Cyber Security Operations Centre (RSOC) operational.
Regional Health Human Resource Planning	Ongoing regional advocacy with MoH, OHA, OH and OMA on recruitment and retention strategies.
	Engagement with municipalities.
	Letters of support submitted for Confederation College MLT program (in partnership with St. Lawrence College and NOSMU/McMaster Rehabilitative Sciences Program. Ongoing Task Force meetings to discuss, prioritize and action regional HHR solutions for the NW. Continued involved in OHN HHR Roundtable; to advise MOH.
Regional Laboratory	Procurement of consultant to support Regional Laboratory Services Plan, focused on developing a sustainable model of lab services for the Northwest. Deliverables completed to date: current state analysis, jurisdictional scan, preliminary governance options and recommendations. Presented to CEOs in October and December 2023. Partnership with Confederation College re: local Medical Laboratory Assistant program and development of MLT program. Advocacy re: Learn and Stay grant.
Regional Integrated Care (Ontario Health Team planning)	Ongoing operationalization of the Regional Specialized Services Network (RSSN). MOH funding announced to support RSSN. Key priorities include building a ‘core team’ of regional resources to support regional system work (Project Management, Decision Support, Change Management, Digital and Indigenous resource); support priority projects (Primary Care Assessment, Digital/cyber assessments, highly specialized neurobehavioral pathways, Schedule 1 capacity in SLO, etc.). The RSSN has agreed to contribute funds to the EHR renewal in 2023/24. RSSN is supporting the development and implementation of Integrated Clinical Pathways for Lower Limb Preservation, COPD and CHF – via shared regional resources.

Striving To Excel in Equity, Diversity & Inclusion (EDI)

• **Dementia Awareness Month**

January is Dementia Awareness Month and Riverside is supporting this worthy cause by purchasing a table at the annual Alzheimer’s Association ‘Forget Me Not’ Dinner. Riverside leaders and frontline staff from each site will be in attendance.

Thank you to the Riverside Team for their submissions, they are invaluable in the preparation of this report.

Respectfully Submitted,

Diane Clifford, Board Chair
 Dr. Lucas Keffer, Chief of Staff
 Julie Loveday, Executive Vice President, Clinical Services & CNE
 Carla Larson, Chief Financial Officer
 Joanne Ogden, Quality Assurance & OHT Executive Lead
 Henry Gauthier, President & CEO



Audit & Resources Committee Report – January 2024

2.4.1 Financial Report – December 2023 *



Operating Revenue & Expense Summary April 1, 2023 to December 31, 2023

		2022-2023 DRAFT Budget	YTD DRAFT Budget	YTD Actual	YTD Actual Dollars Over(Under) YTD Budget	YTD Actual Percent Over(Under) YTD Budget
Fund Type 1 - LHIN Funded - Hospital Services						
REVENUE						
LHIN - Base Funding	A-1	\$28,680,124	\$21,510,093	\$22,018,636	\$508,543	2.36%
QBP Funding	A-2	\$1,078,300	\$808,725	\$1,135,747	\$327,022	40.44%
Other Funding (19*) - Hospice, Oncology Drug Reimbursement, Stroke Strategy	A-3	\$2,291,500	\$1,718,625	\$2,654,587	\$935,962	54.46%
LHIN - One Time Funding	A-4	\$90,578	\$67,934	\$5,687,266	\$5,619,333	8271.81%
MOHLTC - One Time Funding	A-5	\$196,275	\$147,206	\$147,211	\$5	0.00%
Other Revenue MOHLTC - HOCC	A-6	\$624,774	\$468,581	\$646,639	\$178,059	38.00%
Paymaster	A-7	\$0	\$0	\$0	\$0	0%
Cancer Care Ontario	A-8	\$21,788	\$16,341	\$3,758	-\$12,583	-77.01%
Recoveries & Miscellaneous	A-9	\$1,855,059	\$1,391,294	\$1,557,751	\$166,457	11.96%
Amortization of Grants/Donations Equipment	A-10	\$387,373	\$290,530	\$366,210	\$75,680	26.05%
OHIP Revenue & Patient Revenue from Other Payors	A-11	\$1,857,506	\$1,393,130	\$1,584,060	\$190,931	13.71%
Differential & Copayment	A-12	\$838,001	\$628,501	\$583,633	-\$44,868	-7.14%
TOTAL REVENUE	A-13	\$37,921,278	\$28,440,959	\$36,385,498	\$7,944,540	27.93%
Compensation - Salaries & Wages	A-14	\$21,558,255	\$16,242,521	\$19,777,696	\$3,535,175	21.76%
Benefit Contributions	A-15	\$5,284,232	\$3,981,271	\$4,416,432	\$435,161	10.93%
Future Benefits	A-16	\$163,600	\$122,700	\$10,970	(\$111,730)	-91.06%
Medical Staff Remuneration	A-17	\$1,810,900	\$1,358,175	\$2,255,726	\$897,551	66.09%
Nurse Practitioner Remuneration	A-18	\$138,448	\$103,836	\$574,299	\$470,463	453.08%
Supplies & Other Expenses	A-19	\$6,622,281	\$4,966,711	\$5,046,019	\$79,308	1.60%
Amortization of Software Licenses & Fees	A-20	\$27,831	\$20,873	\$13,373	(\$7,500)	-35.93%
Medical/Surgical Supplies	A-21	\$1,187,613	\$890,710	\$1,110,573	\$219,863	24.68%
Drugs & Medical Gases	A-22	\$2,562,419	\$1,921,814	\$2,069,394	\$147,580	7.68%
Amortization of Equipment	A-23	\$813,165	\$609,874	\$711,098	\$101,224	16.60%
Rental/Lease of Equipment	A-24	\$158,458	\$118,844	\$140,303	\$21,460	18.06%
Bad Debts	A-25	\$82,000	\$61,500	\$85,000	\$23,500	38.21%
TOTAL EXPENSE	A-26	\$40,409,202	\$30,398,828	\$36,210,883	\$5,812,055	19.12%
SURPLUS/(DEFICIT)	A-27	(\$2,487,924)	-\$1,865,943	\$174,615	\$2,040,558	-109.36%



Operating Revenue & Expense Summary April 1, 2023 to December 31, 2023

		2022-2023 DRAFT Budget	YTD DRAFT Budget	YTD Actual	YTD Actual Dollars Over(Under) YTD Budget	YTD Actual Percent Over(Under) YTD Budget
Fund Type 2 - LHIN Funded - Counselling & Non Profit Housing Programs Mental Health - Case Management - Housing - Addictions - Problem Gambling						
TOTAL REVENUE	B-1	\$2,273,720	\$1,705,290	\$1,700,037	(\$5,253)	-0.31%
TOTAL EXPENSE	B-2	\$2,273,720	\$1,705,290	\$1,736,743	\$31,453	1.84%
SURPLUS/(DEFICIT) - DUE To LHIN	B-3	\$0	\$0	(\$36,706)	(\$36,706)	0.00%
Fund Type 3 - Other Ministry/Agency Funded - Non Hospital Services Partner Assault Response - Family Violence						
TOTAL REVENUE	C-1	\$203,436	\$152,577	\$115,244	(\$37,333)	-24.47%
TOTAL EXPENSE	C-2	\$203,436	\$152,577	\$115,492	(\$37,085)	-24.31%
SURPLUS/(DEFICIT) - DUE To Other	C-3	\$0	\$0	(\$248)	(\$248)	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Community Support Services (Home Support, Assisted Living, Adult Day, Meals on Wheels)						
TOTAL REVENUE	D-1	\$1,993,453	\$1,495,090	\$1,494,617	(\$473)	-0.03%
TOTAL EXPENSE	D-2	\$1,993,453	\$1,495,090	\$1,494,617	(\$473)	-0.03%
SURPLUS/(DEFICIT) - DUE To LHIN	D-3	\$0	\$0	\$0	\$0	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Long Term Care						
TOTAL REVENUE	E-1	\$18,162,119	\$13,621,589	\$10,139,198	(\$3,482,391)	-25.57%
Compensation & Benefit Contributions	E-2	\$16,151,048	\$12,168,598	\$12,392,108	\$223,510	1.84%
Supplies	E-3	\$1,462,549	\$1,096,912	\$1,021,081	(\$75,831)	-6.91%
Service Recipient Specific Supplies	E-4	\$0	\$0	\$0	\$0	0.00%
Sundry	E-5	\$1,595,281	\$1,196,461	\$1,105,489	(\$90,971)	-7.60%
Equipment	E-6	\$434,898	\$326,174	\$80,794	(\$245,379)	-75.23%
Contracted Out	E-7	\$113,883	\$85,412	\$59,917	(\$25,495)	-29.85%
Building & Grounds	E-8	\$509,334	\$382,001	\$293,279	(\$88,722)	-23.23%
TOTAL EXPENSE	E-9	\$20,266,993	\$15,255,557	\$14,952,668	(\$302,888)	-1.99%
SURPLUS/(DEFICIT) including unfunded liabilities	E-10	(\$2,104,874)	(\$1,633,967)	(\$4,813,470)	(\$3,179,503)	194.59%
Less: Unfunded Future Benefits	E-11	\$0	\$0	(\$48,238)	(\$48,238)	0%
Less: Unfunded Amortization Expense	E-12	\$0	\$0	\$0	\$0	0%
SURPLUS/(DEFICIT) excluding unfunded liabilities	E-13	(\$2,104,874)	(\$1,633,967)	(\$4,861,708)	(\$3,227,740)	197.54%
Operating Surplus(Deficit) - Corporate - Hospital and Other Funds		(\$4,592,798)	(\$3,499,910)	(\$4,724,046)		
Operating Surplus(Deficit) - Hospitals & Long Term Care ONLY		(\$4,592,798)	(\$3,499,910)	(\$4,687,092)		
Total Operating Margin - Hospitals & Long Term Care ONLY		-8.19%	-8.32%	-10.07%		



Quality, Safety, Risk Committee Report – January 2024

2.5.1 Board Quality Metrics *

BOARD OF DIRECTORS - QUALITY METRICS - 2023-2024



- INDICATORS:**
- Participation A** - # of voting board members attending board meetings monthly.
 - Participation B** - # of voting board members attending committee meetings monthly.
 - Reflection A** - # of completed board meeting evaluation surveys bi-monthly.
 - Reflection B** - # of members that complete the board self-assessment questionnaire annually (June).
 - Decision Making** - # of board decisions made by detailed briefing notes/supporting documentation done monthly.
 - Education A** - # of education sessions at board meetings monthly.
 - Education B** - # of board meeting agenda items related to integration, quality or strategy monthly.
 - Composition** - # of categories in the skills based board matrix met annually (March).
 - Compliance** - # of new directors that attend board orientation annually (Sept).

INDICATOR	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD Actual	Target	Variance	Notes
1. Participation A	89%	89%	88%	#DIV/0!	88%	75%	13%									
2. Participation B	67%	60%	77%	#DIV/0!	68%	75%	-7%									
3. Reflection A	67%	#DIV/0!	75%	#DIV/0!	71%	100%	-29%									
4. Reflection B										#DIV/0!			#DIV/0!	100%	#DIV/0!	
5. Decision Making	100%	100%	100%	#DIV/0!	100%	90%	10%									
6. Education A	100%	100%	100%	#DIV/0!	150%	100%	50%	min of 1 session/mtg								
7. Education B	100%	100%	100%	#DIV/0!	100%	100%	0%	min of 2 items/mtg								
8. Composition							#DIV/0!						#DIV/0!	89%	#DIV/0!	XX/18 skills met
9. Compliance	100%	#DIV/0!	#DIV/0!										#DIV/0!	90%	#DIV/0!	Board Orientation took place in September 2023



Auxiliary Report – January 2024

Emo

No Report.

La Verendrye General Hospital

See attached.

Rainycrest

No Report.

Rainy River

The Rainy River Hospital Auxiliary met on December 7, 2023, and discussed the following items:

- Our annual Christmas Bazaar was a huge success due to the warm weather and the Rainy River Vendor Extravaganza being held before our bazaar. All proceeds will be given to the ultrasound campaign for the Rainy River Health Centre.
- Krista Brusven, activity coordinator at the hospital, has volunteered to help members complete vulnerable sector check applications.
- Our auxiliary is fortunate that Rhonda Lange volunteered to take the vacant treasurer's position in the new year.
- The meeting was followed by a delicious luncheon and visiting. We will see everyone in January 2024.

January 2024 Update:

- The Rainy River Hospital Auxiliary finalized details for the fund-raising raffle of the donated painting "The Ark". Tickets will be sold until the draw date of July 19, 2024, at the Rainy River Reunion and Railroad Daze.
- The Rainy River Active Living Fair will be held on January 11, 2024. Our Auxiliary will share table space with the Riverside Health Care Foundation to let the public know of our mission in the community.
- Our Auxiliary will be purchasing a Microsoft computer program for the newly purchased laptop.
- It was decided to offer one \$1000.00 bursary to a 2024 Rainy River High School graduate who will be pursuing a career in the medical field.
- Our Auxiliary is embarking on a new project. We will be reviewing archived records to collate the items and cost of these items as a reminder to the public of the valuable niche we occupy in our community and the service provided to our community members.

LaVerendrye General Hospital Auxiliary
Executive Meeting Minutes
January 9th, 2024 @ 1:30pm

- 1. Call to order:** The meeting was called to order at 1:30pm
- 2. Attendance:**
Marnie Cumming, Susan Sieders, Linda Booth, Linda Plumridge, Janice Mundle, Maureen Ross and Donna Penney
Regrets:
Karen Silander, Diane Glowasky, Irene Laing, Linda Beadow and Margie Gibson.
- 3. Auxiliary Pledge:** Recited by all.
- 4. Declaration of Conflict of Interest:** None declared.
- 5. Approval of Agenda:** Approved with addition of 'Piano' under New Business
- 6. Minutes of December 5th, 2023 Meeting:** Accepted as circulated.
- 7. Treasurer's Report:** Accepted as circulated.
Total Hospital Auxiliary funds as of December 31st, 2023 is \$71555.88. A total of \$61.00 went for the New Year's Baby Basket with articles bought from the Gift Shop. It was noted that about 40% of membership renewals this past fall came in with donations.
- 8. Correspondence:** A Christmas card from the Foundation
- 9. Directors Reports:**
 - a) Foundation:** Marnie.
The Foundation Spring Luncheon is scheduled for Saturday April 20th, 2024.
 - b) Gift Shop:** Susan.
It is reported that the gift shop continues to do very well. Current pop-up shops were completed before the Shop closed for the Holidays.
It was noted that a few gift shop volunteers have vacated but the good news is new volunteers have stepped forward.
The Christmas Bake Sale that was held the week of December 18th, 2023 was deemed very successful with a clear profit of \$538.00. All kinds of homemade cookies, bars and squares donated by members were best sellers and a good idea for next year's Christmas bake sale in 2024.
 - c) Membership:** Marnie.
There are a total of 161 paid memberships to date. 31 reminder letters are to be sent out to unpaid members.

Courtesies: Donna.

A 'Thinking of you card' was sent to Carol Mackintosh after her recent illness.

d) Social Activities: Diane.

There were 40 attendees at our Christmas Coffee and Conversation Event that was held at the Senior Centre. A total of \$97.00 was collected in donations. The next Coffee and Conversation event is scheduled for the next quarterly meeting held in March 2024.

e) Special Events: Position vacant.

f) Directors-at-Large:

Janice Mundle continues her work promoting the Women's Wellness Event to area businesses.

Judy Webster prepared a New Year's Baby Basket. Continues going in about once a month to work on baby kits. Marg Sedgewick and Georgina Hayes are knitting baby hats.

10. Unfinished Business:

a) **50/50 Raffle Update.** Conveners Diane Maxey and Carla Basaraba were experiencing some difficulty in finding volunteers to sit for 3 January dates at 2 businesses to sell tickets and also to get volunteers to sell tickets within the membership. Safeway dates are booked but still waiting on Walmart. Diane has contacted all members who, on their membership forms, had indicated an interest in selling tickets.

b) Women's Wellness Workshop Update:

So far only 15 tickets have been sold for this fundraising event. The event has been promoted at the hospital, brochures left at many businesses/organizations employing many women. Story submitted to FF Times along with promotion in About Town. Total cost is \$75.00 with \$35.00 going to cover costs. An income tax receipt will be issued for \$40.00 to ticket buyers. Deadline for ticket sales is February 5th, 2024. There is a team meeting planned for Monday January 15th.

11. New Business:

a) Staff Appreciation

- will be held in March, Diane to determine date
- Will discuss further at February meeting. Possible additions > discount card for Shop, 'ad' in staff newsletter

b) Rockin' for a Reason

This year's fundraising event in conjunction with the Fort Frances Chamber of Commerce Business and Community Expo is scheduled for April 26th and 27th 2024 at the Curling Club. Our space for the venue is free. Marnie has confirmed our participation. Members who had previously indicated an interest on working on this event will be contacted to attend a planning meeting nearer the end of February.

c) Piano

Based on an inquiry from OH&S, it was agreed by the Executive that an old piano that was once gifted by the Auxiliary many years ago can be disposed.

12. Adjournment at 2:15pm

Next meeting Tuesday February 6th, 2024