

DR. RUSSELL M. HALL FAMILY HEALTH CENTRE

Board of Management Meeting
Held
Monday August 21, 2006
At 7:00 p.m.

MINUTES

1. **Call to Order:**

The meeting was called to order at 7:00 p.m. by Jonathan Scott

Attendance: Jonathan Scott, Susan Hampson, Julie Couwenberg, Linda Pearce, Wayne Graham, Louise Major, Arend Tenhove, Kathy Mitchell

Regrets: Lou Ferraro, Douglas Buck, Neil Dolson, Betteanne Cadman

2. **Approval of Agenda:**

MOTION: to approve Agenda

MOVED: Julie Couwenberg

SECONDED: Linda Pearce

CARRIED

3. **Approval of Minutes of June 20, 2006**

MOTION: to approve the minutes of Monday June 20, 2006

MOVED: Julie Couwenberg

SECONDED: Wayne Graham

CARRIED

4. **Correspondence, if any:**

An email was read to the Board which was received by Kathy Mitchell from a physician who is interested in FT/Locum positions. Kathy will respond and follow up on the email.

5. **Physician Recruitment:**

Suggestions were heard for holding extra meetings to discuss recruitment.

- **Locum** – As noted above Kathy Mitchell will follow up on the email sent by Dr. Ambreen.
- **September Tour-** Discussion was heard and arrangements were made as to who would be able to attend the Recruitment Tours in September.
- **MOTION:** That \$10,000.00 is used as a signing bonus to attract a full time physician to our area with a return of service to be arranged.
MOVED: Arend Tenhove
SECONDED: Julie Couwenberg
CARRIED

6. Financial Statements:

Financial Statements were provided and reviewed by the Board of Management.

MOTION: to approve Financial Statements as presented

MOVED: Julie Couwenberg

SECONDED: Lou Ferraro

CARRIED

7. Legal and Personnel:

MOTION: to move in-camera

MOVED: Arend Tenhove

SECONDED: Wayne Graham

CARRIED

MOTION: to move out of camera

MOVED: Wayne Graham

SECONDED: Linda Pearce

CARRIED

8. Administrator's Report:

- Verbal Report given by Kathy Mitchell
- Second BBQ date set for September 6, 2006
- Suggestion of posting Board Meetings with the current Agenda in Medical Centre

9. Council Items:

- Terms of Reference: Discussion took place regarding current Terms of Reference. Suggestions were heard regarding making changes to the terms of reference for new Board of Management members such as:
 1. Staggered Terms
 2. Orientation to the Board of Management including a booklet which lists expectations as a member.
 3. Increase of size and number of Board of Management

Wayne Graham and Arend Tenhove are charged with reviewing the Terms of Reference and providing recommendations to the rest of the Board.

10. Repairs and Maintenance:

Discussion took place regarding the repairs to the following:

- Roof
- Painting
- Washroom
- Roof top Unit
- Gas Line

11. Equipment Requests:

No equipment requests at present.

Next Meeting:

Next Meeting has been changed to **Monday September 25, 2006 at 7:00p.m.** to accommodate those who are attending the Recruitment Tour.

Adjournment:

This meeting was adjourned at 9:00 p.m.