

**DR. RUSSELL M. HALL FAMILY HEALTH CENTRE
BOARD OF MANAGEMENT MEETING
HELD
MONDAY OCTOBER 16, 2006
AT 7:00 P.M.**

MINUTES

1. Call to Order:

The meeting was called to order at 7:05 p.m. by Douglas Buck

Attendance: Douglas Buck, Lou Ferraro, Wayne Graham, Jonathan Scott, Linda Pearce, Susan Hampson, Betteanne Cadman, Kathy Mitchell

Regrets: Neil Dolson, Louise Major, Arend Tenhove, Julie Couwenberg

2. Approval of Agenda:

MOTION: To approve agenda as presented

MOVED: Jonathan Scott

SECONDED: Linda Pearce

CARRIED

3. Approval of Minutes of October 16, 2006

MOTION: To approve minutes of October 16, 2006

MOVED: Lou Ferraro

SECONDED: Linda Pearce

CARRIED

4. Correspondence, if any:

- None to report at present
- **Funding:** Kathy Mitchell attended a seminar at Woodstock Small Business Association related to the writing of proposals for funding.

5. Physician Recruitment:

- **Locum:** All emails and thank yous have been sent out. There have not been any requests by students as of yet.
- Dr. Pavri is set to visit either October 19th or 20th. We will do her appointment scheduling and billing for her. An offer of 80/20 split has been made. At present she will maintain two days per week at the medical centre.

6. Financial Statements:

- New tenant leases have been delivered to tenants.

- Discussion took place regarding signed agreements for current and incoming physicians.
- **MOTION:** The Board of Management will charge 1% interest per month on outstanding balances from physicians. The balances will become due 15 days after the current RA comes in.
MOVED: Jonathan Scott
SECONDED: Linda Pearce
CARRIED.

7. Legal and Personnel:

MOTION: To move in-camera
MOVED: Wayne Graham
SECONDED: Jonathan Scott
CARRIED

MOTION: To rise from in-camera
MOVED: Jonathan Scott
SECONDED: Linda Pearce
CARRIED

8. Administrator's Report:

- Recruitment
- Electronic Medical Records
- Co-op Students
- Credit Bureau
- Repairs & Maintenance

9. Council Items:

- Changes in Terms of Reference for the Board of Management were discussed.
- Current Council and current Board of Management terms expire Nov. 30, 2006. Inaugural meeting will take place December 4, 2006.

10. Repairs & Maintenance:

- Roof
- Painting
- Washroom
- Winter snow removal
- Chairs

11. Terms of Reference:

- Last meeting of current Board of Management will be November 2006.

12. Adjournment: Adjournment at 9:30 p.m.

13. Next Meeting: Monday December 19, 2006 at 7:00 p.m.