



# **Tavistock Community Health Inc.**

80 Maria Street PO Box 310, Tavistock, Ontario N0B 2R0

Telephone: (519)655-2322

Fax: (519)655-3073

Thursday August 19, 2010

## **Call to Order and Welcome by Ross Campbell**

Ross welcomed everyone and thanked them for being there

### **1.1 Roll Call and Moment of Reflection**

Present – Marcia Bender, Steve Bender, Sharyn Bennett, Ross Campbell, Sherrill Malson, Jim Piggott, Clare Schlegel, Mike Sullivan, Grace Thier, Brenda West,

Absent – Deb Junker, Bob Quehl

Guests – Dr. Paul Bartlett.

**2.0 Opening Moment** – No opening moment – It was decided to discontinue both the opening and closing moment reflections.

### **3.1 Approval of/Additions to Agenda**

Under “New Business” include Christmas party – we should start arranging soon.

Report on TMCL

**Motion** made by Steve Bender, seconded by Brenda West to approve, carried.

### **3.2 Review and approval of Minutes of previous meeting**

**Motion** made by Mike Sullivan, seconded by Clare Schlegel, to approve minutes of previous meeting, carried.

### **3.3 Business from the Minutes**

None

### **4.0 Staff Reports**

#### **4.1 Joan Leeming, Nurse Manager**

No Report

#### **4.2 Colleen Card**

No report

#### **4.3 Dr Bartlett**

No report

### **5.0 Committee Reports**

#### **5.1 AGM, Communication, By-Law Review**

No report

## **5.2 Facilities**

Problems have been encountered in the installation of the washer and dryer that were requested by staff to do clinic laundry. Since these problems seem fairly major concerning venting due to the location where they would have to be placed, this item has been deferred for the present.

Annual invoice was received from McFarlan Rowlands for Directors & Officers insurance in the amount of \$6,963.84. This was substantially the same as last year therefore it was decided to accept.

**Motion** made to authorize payment of the McFarlan Rowlands insurance invoice in the amount of \$6,963.84, made by Grace Thier, seconded by Jim Piggott, carried.

The final bill for the breeze-way repairs was received and was exactly as quoted.

## **5.3 Finance**

Financial statements for the past month were gone over and accepted as presented.

**Motion** made by Marcia Bender, seconded by Mike Sullivan to accept July financial statements, carried.

## **5.4 Liaison**

No report

## **5.5 Recruitment**

Michael Pellizzari has emailed Brenda West saying that he was impressed with Stratford and area. He plans to visit us again this fall. Currently he is preparing for exams.

**PAIRO** – Hamilton, Tuesday September 28<sup>th</sup> and London, Wednesday September 29<sup>th</sup>. Dr Bartlett advised that the physicians would decide who would attend these job fairs.

Pens to be handed out at the job fairs have been ordered. They will show the logo, TCHI in full, and phone number. Total cost for 300 pens is \$323.12.

**Motion** made to purchase the pens at a cost of \$323.12 made by Sharyn Bennett, seconded by Sherrill Malson, carried.

## **5.6 Fundraising**

No report

## **5.7 Human Resources**

Bill 186 - Joan Leeming will be taking a day course on this in September and will then share with clinic staff.

Mike Sullivan sat in on a staff evaluation. He made suggestions to Joan regarding standardizing the evaluation format.

## **6.0 New Business**

Christmas Party – A date should be determined soon in order that location can

be decided on and reserved. Marcia Bender, Betty Zehr and Sue Kennel were responsible for organizing the event last year. Brenda will ask Deb Junker if she would represent the board this year. Brenda will also email Joan Leeming to ask her to get staff volunteers at morning meeting.

Ross Campbell went over the year end financial reports of TMCL (Tavistock Medical Centre Limited), with explanations.

**7.0 Next meeting – September 16th, 2010, Third Thursday of the month**

**8.0 Adjournment** - Meeting adjourned at 5:00pm

-----

-----  
**Ross Campbell, Chair**

-----

**Grace Thier, Secretary**