



Tavistock Community Health Inc.

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Thursday, February 24, 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, Ross Campbell, Dean Jutzi, Lois Kalbfleisch, Sherrill Malson, Jim Piggott, Bob Quehl, Grace Thier, Brenda West

Absent – Anne Gregory, Barry Ruby, Steve Bender

Guests – Dr Paul Bartlett, Joan Leeming,

2.0 Moment of Reflection – Grace Thier read a short piece on “Friendship”

3.1 Approval of/Additions to Agenda

Under 5.7 Fundraising – Donation

Under 6.0 AGM – change of venue

Motion made by Brenda West, seconded by Jim Piggott to approve Agenda with the additions as indicated, carried.

3.2 Review and approval of minutes of last meeting

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

3.3 Business from the Minutes

Nothing to report on.

4.0 Staff Reports -

4.1 Joan Leeming – Nurse Manager

Joan asked that a thank you card be sent to Dave Youngblut as he fixed the clinic stereo system.

Monthly noon hour sessions are being held to discuss the computer system. Joan has concerns about the cost of snow removal this winter. She feels the costs are high considering the lack of snow this year. The facilities committee will look into this concern. Joan wanted to know what her involvement with Great Life is in connection with clinic benefits, etc. Dean Jutzi will look after this.

CHAP clinic is in limbo at present since funding has run out. It is hoped it will be re-funded in the future.

4.2 Colleen Card –

No report. Colleen was absent.

5.0 Committee Reports

5.1 By-Law - Jim Piggott reported he is trying to get the revision completed by the AGM.

5.2 Communication – Brenda West reported she is still frustrated with the slowness of changes to our website. Brenda has all the labels from Darryl McIntosh re members and donors, ready to send out the letters about the AGM.

5.3 Facilities – Reception area renovations are underway and going well.

5.4 Finance – Dean Jutzi went through January financial statements with explanations of variations from previous month. Dean will pursue changing the financial statement format to make the statements easier to read and understand. This would involve working with Famme & Co. and Darryl McIntosh together.

Motion made by Grace Their, seconded by Marcia Bender, to pursue simplifying financial statements with the help of Famme & Co. and Darryl McIntosh, carried.

Dr. Cowing has applied for “Under Serviced” funding.

IT funding request has also been applied for.

5.5 Liaison – No meeting as yet. Committee trying to arrange meeting in March.

5.6 Recruitment – Marcia Bender advised that the letters that were to be sent to potential physicians has been put on hold until after the next Liaison meeting. Dr Hook has advised that he will turn 65 in June 2011. He would be willing to work on a part-time basis with the new physician.

5.7 Fund Raising – Ross Campbell announced that a bequest has been received from the Estate of Milan Yarich (Mike). We are required to present a proposal on how the funds would be used. The estate also requires a charitable donation receipt.

5.8 Human Resource Committee – Sherrill Malson reported that the Policy and Procedure manual is almost finalized with the exception of clarification on one paragraph.

6.0 New Business –

Nominations – We have 4 prospects. Ross Campbell asked if we should offer Mike Sullivan a partial term placement since he was the last applicant. Ross to contact Clare Schlegel to see if he is still interested since we received no formal written application for a position. Ross will also contact the other applicants to ensure they are still interested.

AGM – Proposal to check with Tavistock Men’s Club and Tavistock Legion to

rent for AGM instead of the school.

Motion made by Brenda West, seconded by Lois Kalbfleisch to check availability and prices of the Tavistock Men's Club and the Tavistock Legion to hold the AGM, carried.

7.0 Next Meeting – Thursday, March 18, 2010 – third Thursday of the month.

8.0 Adjournment – Closing – Lois read article on “The Dash” (between the years – birth to death)

Ross Campbell, Chair

Grace Thier, Secretary