

TAVISTOCK COMMUNITY HEALTH INC.

"Tavistock Community Health Inc. is committed to sustaining and enhancing accessible, accountable, high-quality health care services in response to community needs."

Agenda

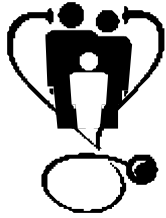
17th Annual meeting of Members – Tavistock Community Health Inc.

Wednesday April 10, 2019

Men's Club Hall Tavistock

7:00PM

1. Welcome and Introduction
2. Proof of notice and validity of meeting
3. Approval of minutes from previous Annual General Meeting
4. Report from the Chairman – open to questions or comments
5. Guest Speaker – Dr Bethany Scott
6. Treasurer's Report
7. Appointment of Auditors for the financial year 2019
8. Consideration of By-Law Amendments
9. Recognition of retiring Board Members
10. Elections of Directors
11. Approval of steps taken by Directors of the Tavistock Community Health Inc.
12. New Business
13. Adjournment



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AGM Report from the Chair

April 2019

Bill Burkart

I want to thank my fellow board members for their support throughout this past year.

Our physicians and staff remain dedicated along with our board to our common goal.

As a patient I know that our community is provided with one of the best health care clinics in the area.

This year we saw a reduction in the number of Doctor's in our clinic.

Unfortunately, Dr. Hook retired, and he will be missed by everyone.

Currently we have 4 physicians in the clinic, and we are pursuing to increase that number to 6.

Some of the hi- lights of the past year include:

- A 5-year capital budget was approved through 2023
- We saw a substantial increase in the rent from Star which was approved by the Ministry of Health in late October and retroactive to April 2018
- The Liaison Committee negotiated a new rental agreement with the Doctor's
- There is a new website up and running
- A new brochure was created to make the community aware of the clinic's financial needs

Each Committee has written a report and is available to you in your package.

This is the end of my term as Chairman and we welcome Bill Green as our new Chairman for 2019.

It has been a pleasure working with the Board and the staff at our clinic.

Bill Burkart



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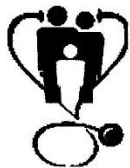
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17th Annual meeting of Members – Tavistock Community Health Inc.

Wednesday April 18, 2018

Men's Club Hall Tavistock

Present	In Attendance: Bill Burkart, Dale Leis, Elaine Leis, Steve Bender, Jane Bender, Elizabeth Halliday, Rob Gribble, Marj Brooks, Linda Keller, Dr. Ken Hook, Bill Green, Walter Kropf, Bob Wettlaufer, Beverley Neeb, Joan Leeming, Dr. Paul Bartlett, Joan Bartlett, Sharon Walkom, Keith Wiffen, Chris Wiffen, Bill Gladding,
1. Call to Order:	Members were welcomed and the meeting was called to order at 7:50 by Bill Burkart, Chair of Tavistock Community Health Inc. and of this Annual General Meeting. Guests were welcomed and Bill thanked the Staff and Board Members for their support in the past year.
2. Proof of Notice and Validity of Meeting:	In the absence of the Secretary of the Corporation - Marj Brooks presented to the meeting an affidavit of service of the Notice of Meeting. Motion by Sharon Walkom to declare the meeting validly constituted; seconded by Marj Brooks; carried
3. Approval of Minutes from Previous AGM:	Motion by Keith Wiffen to approve the 15 th Annual General Meeting Minutes of April 2017: seconded by Rob Gribble: carried
4. Report from the Chair:	The Chair presented a report of the year's activities to the members present. A copy of this report is appended to these minutes of the meeting as well as the individual Committee Reports. Motion by Sharon Walkom to approve the report from the Chair; seconded by Marj Brooks; carried
5. Introduction of Guest Speaker:	Sharon Walkom introduced Jan Ramseyer from RAM Digital, creator of the TCHI website. Jan spoke of the fundraising page attached to our new website making donating as easy as clicking a button.



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6. Auditor's Report – Famme & Co.	Bill Burkart presented the annual financial statements on behalf of the auditors of the Corporation, Famme & Co. Professional Corporation. A copy of the Auditor's report is appended to these minutes. Motion by Walter Kropf to approve audited 2017 financial statements as submitted by Famme & Co.; seconded by Bill Green; carried
7. Appointment of Auditors for the 2018 financial year:	Motion to appoint Famme & Co. as auditors for the 2018 Financial year by Rob Gribble; seconded by Marj Brooks; carried
8. Consideration of By- Law Amendments:	Delaying the amendments to next year's AGM.
9. Recognition of Retiring Board Members:	Elizabeth Halliday recognized and thanked the retiring Board Members for their contributions. Retiring Board members are: Linda Keller, Karen Walton and Sherrill Malson.
10. Election of Directors:	Motion by Marj Brooks to accept new Board members Joyce Roth, Brenda Wettlaufer and Patti McKay to a three-year term on the TCHI Board of Directors; seconded by Sharon Walkom; carried.
11. Approval of Steps taken by Directors:	Motion by Bill Green that members do hereby approve, ratify and confirm all steps taken by the directors of the Corporation up to the end of the fiscal year 2017; seconded by Walter Kropf; carried
12. New Business:	There was no new business brought forward
13. Adjournment:	Motion to adjourn the 16 th Annual General Meeting by Bill Burkart; seconded by Linda Keller; carried meeting was adjourned at 8:25

Send to Membership List

Dear Tavistock Community Health Inc. Member;

Tavistock Community Health Inc. (TCHI) relies on members such as you to help continue to build a strong future for medical services in Tavistock.

As a TCHI member, you are invited to participate in the upcoming Annual General Meeting. Please note the following details:

**Tavistock Community Health Inc.
17th Annual General Meeting
Wednesday, April 10, 2019
Tavistock Men's Club Hall
7:00 pm**

Reports from the various Standing and Sub-Committees, the audited financial statement of Tavistock Community Health Inc. will be presented to the membership for their consideration at this meeting as well as the election/appointment of individuals to the Board.

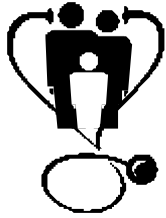
Included in this package is a proxy for those individuals who are unable to attend the meeting and would like to appoint another individual to vote on their behalf at the Annual General Meeting. Also included is a membership application for the 2019-2020 membership year. Please fill this out and return it at the meeting.

On behalf of the Board of Directors for Tavistock Community Health Inc., I encourage you to attend this AGM. Thank you for your continuing support of TCHI and its goal of sustaining and enhancing accessible, accountable, high quality health care services for its patients.

Sincerely,

Joyce Roth

Secretary
Board of Directors, Tavistock Community Health Inc.



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AGM Treasurer's Report

April 2019

Tavistock Community Health Inc. ended the 2018 fiscal year Dec 31, 2018.

The net loss for the year being \$3,678. Represents Page 7 (- \$5,336 page 8 +\$1,658)

However, some of the items on the income statement were non-cash (meaning nothing was paid or received). After removing transactions with TMCL (Tavistock Medical Centre Limited (a wholly-owned subsidiary of TCHI) removing amortization, considering TMCL expenses paid for by TCHI, and adding capital purchases in the year, TCHI would end up with a net cash increase .

However, to sustain the organization in the long term, TCHI must look for future increases in Revenue.

We continue to review Rents on an annual basis, review our operating budget monthly & have worked on a Five Year capital budget. Seventeen years have passed without active fundraising so we have designed a New Brochure which is being circulated throughout the broader community to build on Donations, our hope is that the target of \$80,000. can be reached by the end of 2019.

Also through our website www.tchi.ca/donations we offer payment by way of Pay Pal , Cheque or credit card offered by CanadaHelps.org

Submitted by

Patti McKay, Treasurer

Fundraising Committee Report

In 2002, a successful fundraising drive resulted in the formation of Tavistock Community Health Inc. (TCHI). TCHI became the community non-profit organization that owns and maintains the property and building that houses the medical clinic.

During the past year, the TCHI Board developed a five-year capital expense budget. If this budget is accurate, reserves held by TCHI will be depleted by 2023. The board has taken action on several fronts to increase revenue, but government funding cuts still have a negative impact. Therefore the fundraising committee was instructed by the board to initiate fundraising efforts in the community.

A brochure was created explaining how TCHI functions and the need for community financial support. This brochure was sent to all Tavistock and surrounding community residents soliciting donations. A letter containing much of the same information has also been sent to all the local service clubs and to all former TCHI Board members.

Early responses have been very favorable. We believe that generous giving will help insure sustainable health care in our community long into the future.

Submitted by the Fundraising Committee,
Dale Leis, Elizabeth Halliday, Keith Wiffen

Communications Committee Report 2018

It was a very exciting year for the communications committee. We saw the completion of the new TCHI website with help from ram|digital. Jan Ramseyer provided a create new website which is user friendly for both the public and the staff. The addition of a Donations option will hopefully make it easier for donations to be made.

Marj Brooks
Communications Committee

AGM Nominating Committee Report

The Nominating Committee would like to acknowledge the work of four retiring Board members. They are Dale Leis, Marj Brooks, Sharon Walkom and Rob Gribble

Dale served for six years; two of those as Chair of the Board. He provided good insight in all decisions that needed to be made. He also worked on the Nominating, Fundraising and Social Committees.

Marj, Sharon and Rob are retiring after serving for three years each in various capacities.

Marj and Sharon worked together on the Communications Committee where they developed the TCHI website with the help of Ramdigital. Marj also served on the Fundraising Committee and Sharon on the Human Resources Committee. Her experience and insight were positive in her work there.

Rob served on the IT Committee and supported the staff when new computers were needed.

TCHI appreciates the contributions made by these board members and the time they gave.

Submitted by Elizabeth Halliday
On behalf of the Nomination Committee

The Nominating Committee would like to present four candidates for election to the Board of TCHI for a three-year term

Karen Jutzi
Bruce Shwartzentuber
Bob Zehr
Bob Galloway

Submitted by
Elizabeth Halliday
Nomination Committee

To: Tavistock Medical Board

From: Bruce Swartentruber

I have been asked to consider joining the Medical Board. I agree to let my name be put forward at this time for consideration.

I retired from being a driver at Earl Trumpet in July of 2012 after 34 years there. Donna and I have lived in Tavistock since 1975 and at our present location on Janette Dr. since 1986.

I am a member of the Optimist Club of Tavistock, being the charter president in 1976. I was manager of the Tavistock Braves for 5 years in the early 80's. This hockey season 2018/19, I am one of the bus drivers for the Braves.

Yours Truly,
Bruce Swartentruber

KAREN K. JUTZI

Address: 70 King St, Tavistock, ON N0B 2R0
Phone: 519-655-3358

E-mail: karenjutzi@hotmail.com

Professional Profile

A dedicated and professional registered nurse with over 30 years of experience working in the healthcare field.

Extensive experience in hospital health care, having spent time in critical care, emergency, recovery room and endoscopy. For many years, this has included leadership roles within those areas worked. Planned and taught cardiac care for 5 years and facilitated discussion as well as one on one instruction. Proven ability to collaborate with colleagues to foster a friendly and caring work environment.

Having spent most of my life in Tavistock, it is easy to understand from work and personal experience how imperative it is to have health care available in our community. It would be an honour to serve on the Board of Directors for Tavistock Community Health Inc.

Work Experience

Registered Nurse

Stratford General Hospital, Stratford, ON

1982-Present

- Recovery Room
- Intensive Care Unit
- Team Leader
- Day Surgery
- Endoscopy
- Emergency Room

Registered Nurse

Kapuskasing Hospital, Kapuskasing, ON

1981-1982

- Obstetrics

Education

- Advanced Cardiac Life Support
- Critical Care Certificate
- Recovery Room Certified
- CPR Certification

Registered Nurse Program

Conestoga College,
Kitchener, ON

1981

Bob Zehr

Born and raised on rural dairy farm –oldest of 6 children.

Education

Gr. 1-6 one room rural school

Gr. 7-8 Tavistock Public School

High school –Waterloo-Oxford DSS

Work experience

Summers of 1969-71 and fulltime 1971 to Nov. 1973 –Yantzi Bldg. Supplies Ltd.

Learning the construction and carpentry trades

Dec. 1973- Mar.1989 dairy farming with Dad Lorne, and brothers Jim and Burnell

Mar. 1989-Nov. 1989 Salesperson –Scherer Chev Olds –Kitchener

Nov. 1989-Dec. 1995 Sales –Yantzi Bldg. Supplies

Jan.1996- May 1998 –Pastor –Living Water Fellowship –New Hamburg

June 1998- Feb.2003 Self employed – Wood finishing and re-finishing

Mar. 2003-Dec.2005 Asst. Mgr. –Wellesley Home Hardware Bldg. Centre

Jan. 2006- Aug.2018 Owner/manager along with wife Marilyn and son Brett and wife

Lindsay of Zehr Home Hardware –Tavistock –sold business to Yantzi Bldg. Supplies

Sept 01 2018.

Presently –retired

Family

Married to Marilyn Brown July 1976.

Marilyn was a dental asst. for several years and then a stay at home mom to our 3 sons.

She returned to school and obtained her Masters of Social Work and worked for CAS and CCAC until her retirement in 2017.

Our oldest son Scott and his wife Jodie and their 4 daughters operate UTurn Ranch just west of Tavistock.

Our middle son Brett (licensed Electrician), his wife Lindsay (Chief Financial Officer – South Easthope Mutual Ins.) and their 2 children own their farm just east of Tavistock. They also operate several commercial and apartment bldgs. in Tavistock.

Our youngest son Garrett is presently a Legal Aid lawyer in Toronto.

Interests

Fastball –minor ball to Junior in Tavistock

Hockey- Junior in Tavistock and Stratford

Coach of Tavistock Braves Junior Hockey Club from 1999-2003.

Enjoy family and cottage time and I'm looking forward to assisting my children and grandchildren with their various activities and projects.

From: **Robert Galloway** <

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My wife Linda and I reside at 48 Maxwell St. in St. Marys. We have been married since 1967. I graduated from St Marys DCVI and attended the Stratford Teachers College. After graduating, I taught Grade 4 for 2 years and Grade 6 for 1 year.

I went to work with my father at the Stratford Livestock Exchange until it was sold in 1977. Linda, our 3 children, and I moved to North Battleford, Sask where I operated a cattle buying business. In the fall of 1981, we returned home to St Marys. I bought cattle for packing plants until 1989. During this time, our 4th child was born.

In September of 1989, I began working at a farm supply business, Hutton Farm Supplies. I eventually managed the entire feed division which involved managing a sales team, buying ingredients, setting retail pricing, as well as meeting financial goals.

In July of 2008 I was diagnosed with cancer and in December I had surgery. I was off work until August of 2009.

From August of 2009 until the end of June 2018, I worked for Broadgrain Commodities where I bought and sold Feed commodities supplying the commercial feed industry primarily in Ontario, but also Quebec and southeastern US.

Linda and I like to go camping, spend time with our grandchildren, do some golfing, and visit the southern states in the heart of winter. We attend the Southdale Bible Chapel in London.

I am very thankful for the clinic here in Tavistock. The doctors were very instrumental in me getting a quick diagnosis of my cancer, along with a very quick referral to the specialists. Now that I am retired, perhaps I can give something back to this clinic in the capacity as a board member.

Sincerely:

Bob Galloway