

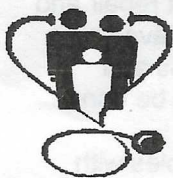
Agenda

20th Annual General Meeting of Members

Wednesday April 9, 2025

7:00pm at Tavistock Men's Club

1. Welcome and Introduction
2. Proof of Notice and validity of meeting
3. Approval of minutes from previous Annual General Meeting
4. Report from Chairperson
5. Auditor's Report - Famme and Co.
6. Appointment of Auditors for the financial year 2025
7. Recognition of retiring Board Members - Frank Meconi
8. Election of Directors - Frank Meconi
9. Approval of steps taken by Tavistock Community Health Inc.
10. New business
11. Looking forward to 2025 - Passing the gavel to new Chairperson Russ Huber
12. Adjournment



TAVISTOCK COMMUNITY HEALTH INC.

"Tavistock Community Health Inc. is committed to providing facilities for accessible, high-quality health care services in response to community needs."

Minutes

19th Annual Meeting of Members - Tavistock Community Health Inc.

Wednesday, April 10, 2024

7:00 p.m.

Men's Club Hall Tavistock

PRESENT

In Attendance: Bob Zehr, Bob Galloway, Bruce Swartzentruber, Russell Huber, Keith Wagler, Julie Kimpel, Doug Green, Linda Schumm, Frank Meconi, Carolyn Kropf, Angie Van Boekel, Rob Van Boekel, Dale Leis, Bob Faulhafer, Keith Wiffen, Beverly Neeb, Margaret Lupton, Gary West.

1. CALL TO ORDER

Members were welcomed and the meeting was called to order at 7:00pm by Doug Green, Chair of Tavistock Community Health Inc. (TCHI) and of this Annual General Meeting (AGM). Guests were welcomed and Doug thanked the Board Members for their support in the past year.

2. PROOF OF NOTICE AND VALIDITY OF MEETING

Doug Green has proof of Notice. Copy added as appendage.

Motion made by Bob Galloway to declare the meeting validly constituted; seconded by Bob Zehr; all in favour; carried

3. APPROVAL OF MINUTES FROM PREVIOUS AGM

Previous minutes recorded by Katherine Jolly was read by Carolyn Kropf.

Motion made by Julie Kimpel to accept the 18th Annual General Meeting Minutes of April 12, 2023; seconded by Keith Wagler; all in favour; carried

4. REPORT FROM THE CHAIR

The separation of TCHI (the board) and TCH (the doctors) was completed on January 1, 2023. This separation resulted in TCHI serving as Landlord, continuing with the ownership and maintenance of the facilities and, TCH and Star Family Health as Tenants. The chair noted that

it was a relatively quiet year after the transition period of the separation. Major improvements this year include lighting throughout clinic, a new sliding glass front door, parking lot repair and tree trimming around the perimeter of the parking lot. It was noted that in order to have an attractive and welcoming facility for existing and potential new Medical Professionals and patients, we need to refresh the clinic with paint and new flooring. This will need to be done over several years in order to be fiscally responsible.

The chair thanked the board for their work this year, with special thank you to the roles with extra workload:

Treasurer, Linda Schumm, Secretary, Carolyn Kropf and Facilities Chair, Bruce Swartzentruber. In addition, he wished the incoming chairperson, Frank Meconi, all the best for 2024.

A copy of the complete AGM Report from the Chair is appended to these minutes as well as the individual Committee Reports.

5. AUDITOR'S REPORT - FAMME & CO.

Doug Green introduced Katie Lawry of Famme & Co. who presented the annual financial statements on behalf of the auditors of TCHI, namely Famme & Co. Professional Corporation. Katie commented on a clean audit report. It was noted that as the doctors transitioned out, excess cash has been moved into GIC's. The leasehold improvements increased this year for new lights and front doors. Also, interest is significantly higher this year therefore, a nice surplus has resulted.

Katie opened the floor to questions and or comments. No questions asked and no comments made.

Motion made by Bob Zehr and seconded by Linda Schumm to approve audited 2023 financial statements as submitted by Famme & Co.; all in favour; carried.

6. APPOINTMENT OF AUDITORS FOR THE 2024 FINANCIAL YEAR

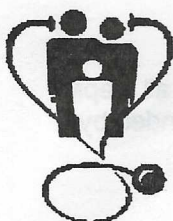
Motion made by Bob Galloway to appoint Famme & Co. as auditors for the 2024 financial year; seconded by Linda Schumm; all in favour; carried

7. RECOGNITION OF RETIRING BOARD MEMBERS

Frank Meconi recognized and thanked the retiring Board Members for their contributions. In Frank's report for the Nomination committee (copy attached), he summarized the many contributions of the retiring Board members of Julie Kimpel, Linda Schumm, Bob Zehr, Darlene Zehr. Their services are greatly appreciated.

8. ELECTION OF DIRECTORS

Motion made by Russell Huber to accept new Board Members Margaret Lupton and Dennis Kuepfer as recommended by the Nomination committee, to a three-year term on the TCHI Board of Directors; seconded by Julie Kimpel; all in favour; carried. Frank noted that there is still one Director position available and he encouraged attendees to consider who might be a good fit for this position.



TAVISTOCK COMMUNITY HEALTH INC.

"Tavistock Community Health Inc. is committed to providing facilities for accessible, high-quality health care services in response to community needs."

Treasurer's Report for Fiscal Year Ending December 31, 2024

For AGM April 2025

The net loss for the year 2024 is \$2,300 (from bookkeeper's report prior to Accountant's audit).

It is noted however, that some of the items on the income statement were non-cash items (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. It is noted that property taxes also increased by over 20% in 2024. We do receive a charitable organization rebate from East Zorra Township and Oxford County but the net increase in property tax was significant.

We finished the year end with \$58,385 in the operating account, \$1,060 in the donation account and over \$432,000 in reserves. The reserves will provide funds to start the renovation project (estimated to be approximately \$500,000 plus a generator cost of \$70,000). In order to maintain a conservative balance of reserves for unexpected expenditures, we will be launching a fundraising campaign for the renovation, starting with a kick-off golf tournament.

We continue to review Rents on an annual basis, review our operating costs monthly & have a Five-Year capital budget which will be revised once the renovation is complete.

We offer donation options through our website www.tchi.ca, by way of cheque, Pay Pal, or credit card offered by CanadaHelps.org. New this year, you can also donate via e-transfers to info@tchi.ca. If an e-transfer is sent, please also send an email to the same address with the details of your name and address for the tax receipt.

Looking forward to partnering with our community to make long needed improvements. It will be an exciting year with lots of activity.

Prepared by Carolyn Kropf, TCHI

9. APPROVAL OF STEPS TAKEN BY DIRECTORS

Motion made by Bob Galloway 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 2023; seconded by Dale Leis, all in favour; carried.

10. NEW BUSINESS

Doug asked the attendees if they had any questions or comments.

Two Questions were raised from the floor:

1. How many doctors are there on staff?
2. How is the recruitment going for a new doctor by TCH and Star Family Health.

Members of the board stated there are five doctors plus one nurse practitioner and currently one locum in place to assist with existing workload.

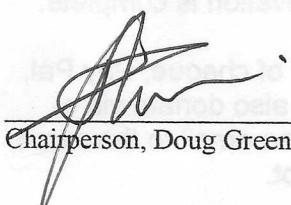
In response to the question regarding recruitment status, Doug stated that the Board cannot answer this question because we are not involved in the process. It was acknowledged that it is a challenging process because many rural clinics are looking for doctors and are competing against each other as the supply is lower than demand. Many doctors starting their career are choosing to specialize instead of practicing family medicine. Having said that, Tavistock is still a teaching facility and the hope is that trainees may transition to a permanent role. One attendee encouraged the community to be positive with new doctors and share how great the community is to live in. In addition, it was noted that the Board is planning, and feels it is important, to update the building to make it more attractive to new doctor recruits.

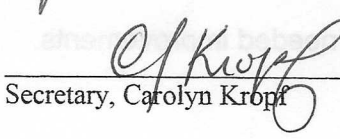
Further concerns were raised from the floor that with the Board operating as landlord only, the responsibility for hiring new doctors rested solely on the existing doctors, when they don't have the time and it is not their priority. Board members responded by saying that even when the Board and the doctor's operated as one, the Board would only assist with moving expenses, etc., when or if asked. They didn't get involved in the hiring process, so not much is different in this regard.

Lastly, Doug Green passed the gavel to Frank Meconi and welcomed him as the new Chair of TCHI for 2024.

11. ADJOURNMENT:

motion made by Julie Kimpel to adjourn the 19th Annual General Meeting; seconded by Linda Schumm; all in favor; carried. Meeting adjourned at 7:37 p.m.


Chairperson, Doug Green


Secretary, Carolyn Kropf

AGM 2025, Report from the Chair

I reviewed the Reports from the Chair for the previous 2 years. From the 2023 Report, the Doctors, the Clinic and the Board adapted to the challenges Covid 19 presented. And TCHI (the Board) became the Landlord of the building with TCH (the Doctors), Star Family Health Team and their respective personnel as the tenants. In 2024 the Board completed a number of maintenance projects to the building and premises. Both Reports mentioned the desire to keep the facility appealing, functional and welcoming to retain the medical professionals and patients we have as well as attract new Doctors and potential patients. Oh, in the 2024 Report the Board commenced planning to refresh the Clinic by painting and re-flooring the offices and hallways. Easy peasy right. Russ Huber accepted the roll of Renovation Committee chair. What could go wrong? We had the reserves. The Doctors were on board. Lets do it!! Russ do you have any hair left??

Move forward to the year 2024. In addition to painting and new flooring we learn what the Doctors wishes are. We continue to press forward with renovation plans. Recall the power outage in the early fall. The building generator failed. Parts were no longer available to repair. And the electrical room was a dogs breakfast, so to speak. We approve replacing the generator and tidying up the electrical room. It cuts into our reserves but we're still okay. Discussion starts about fundraising for the renovation and perhaps starting an annual fundraiser. We receive an estimate for the renovation. Someone said all we need is 300 \$1,000 donations and we're still in great financial shape. During building inspection asbestos was found in the walls. Common in an older building. Remediation is necessary. The rooftop HVAC system is working as it should be, but should have been replaced 8 years ago. Why, if its working fine? Old unit. Parts no longer available. And a new unit needs upwards of 3 to 4 months to be ordered and installed. Oh, the roof. 2 to 3 years before it needs to be replaced. The trifecta of probably the 3 most expensive repairs to face a landlord

Totally depleting our reserves is not fiscally and financially responsible. A golf tournament has been decided on as an annual fundraiser. Most of the anxiety in the planning of the event is behind us. Sponsors have been identified and we're receiving financial commitments. We need 120 golfers to make the day a 100% success. And we'll be appealing to the community shortly. Donations have started already toward our fundraising goal of \$500,000. All we need is 500 donations of \$1,000. The fundraising goal was \$500,000 back in 2002 when the Board bought the building and business from the Doctors. Which was surpassed. We're hoping the community is as generous today as they were in 2002.

I would like to applaud and thank the members of the Board for their time, dedication, effort and support through 2024 and early 2025. It is very much appreciated. What has been accomplished to date couldn't have been achieved without you.

Thank you.....Frank Meconi

AGM Nomination Committee Report

The Nomination Committee would like to acknowledge the time, dedication and work of 2 retiring Board members. They are Bob Galloway and Doug Green.

Bob Galloway has been a patient of the of the Tavistock medical clinic since prior to the time the community purchased the facility from the Doctors. He had a desire to serve on the Board but work and family did not allow him time to volunteer. In June of 2018 he retired and made his desire to serve on the Board known to the Nomination committee. In April of 2019 he began his tenure on the Board. He served as 2nd vice Chairman in 2019, then 1st Vice Chairman in 2020, then Chairman in 2021. Covid hit and the Board met virtually for many months. It was decided that the 2021 executive would continue in 2022. During those 2 years as Chairman, the Board worked with the Doctors to have all aspects of the operation of the Clinic transferred to the Doctors. This was a very challenging and sometimes tumultuous time. But cooler heads prevailed and the transfer was completed. Today TCHI is a Landlord only and the Doctors are responsible for all operations of the clinic. There were a few nervous times during those couple of years, and at times we wondered if the doctors would leave Tavistock. But we were all able to get through it, and believe the relationship between the Board, the Doctors and the Community is stronger now than it has been in the past.

If there is something Bob could leave with us it would be this:

Remember TCHI is a nonprofit, charitable organization and our mandate is to provide the Doctors with a facility that functions effectively to accommodate the community which the Board serves.

It has been his privilege to serve on the TCHI Board of Directors these past 6 years and he wishes the Board all the success in the years ahead.

From Covid Zoom meetings to gathering at the Curling Club for isolation then the Board Room at the clinic we have done them all since Doug Green joined the Board in 2020. Doug's most memorable accomplishment was convincing the Doctors the Board was no longer going to provide computers at the clinic and they needed to find a new computer provider. In his opinion it has helped improve the relationship between the Board and the Doctors. In his time on the Board Doug has assisted with property maintenance, was Vice Chair in 2022 and Chairperson in 2023. This year Doug is the Secretary and Past Chair. As the Board and Doctors prepare for the "refresh" he wishes everyone good luck and prays that the community steps up, as they have done in the past, to finance the project.

Margaret Lupton resigned from the Board early in the year as she relocated her home residence out of the area.

TCHI appreciates the contributions made by Bob and Doug and the time they gave. The door is always open should they wish to return to the Board at a later date.

Bruce Swartzentruber has decided to stay on for a seventh year. Thank you Bruce.

The Nomination Committee would like to present Greta Riedel, Amanda Pavey, Deborah Wagler and Marlene Wivell for election to the Board of TCHI for a three year term.

If there are persons interested in joining the Board they can contact any member of the Board or email their interest to info@tchi.ca. Or a person can contact the Board on behalf of a person they think would be a good Board member. The Board then brings the nominees to the AGM.

I make a motion to add Greta, Amada, Deborah and Marlene to the Board of TCHI. Is there a seconder? Can we see through a show of hands all those in favour of adding Greta, Amanda, Deborah and Marlene to the Board of Directors of TCHI.

We welcome Greta, Amanda, Deborah and Marlene to the Board of TCHI.

Submitted by Frank Meconi
on behalf of the Nomination Committee

Facilities Committee Report 2024/25

The Facilities committee sees to the maintenance of the clinic, grounds and parking lot.

Members of the committee are Bruce Swartzentruber, Keith Wagler, Dennis Kuepfer and Russ Huber.

2024/25 Tasks.

Abell Pest Control was engaged for semi-annual outside perimeter spray and for 6 months of interior ant control.

Adam Weicker to continue lawn maintenance for 2025 on year two of a two year contract.

Crescent Ridge Services upgraded the electrical panel to Commercial grade service panel. This allows for a new 60kw generator to be purchased and installed.

Roth Renovations to continue with snow and salt contract in year two of a two year contract.

Regional Mechanical quote accepted for new rooftop HVAC unit.

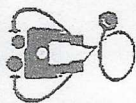
Southwest Doors replaced the closer on the rear door.

Discussions ongoing with Jon Witzel Contracting on proposed renovations to begin in early 2025.

COMMUNICATION REPORT

*In 2024 the communication committee updated the Board of Directors picture , also eliminated the Email addresses of the board , because of email scams that came to us.
We also updated the annual meeting minutes report from 2019 to 2023. Also taking of TCH side (which is the Doctors side), it wasn't being updated ,but linked our site to Starr Family Health.
The Facebook page has been updated on a regular basis by Frank Meconi, Thank You Very much!
Our Website holder is Mueller Systems and a special Thanks to Jan Ramsyer of Ram Digital for Putting Up with me and making numerous updates.*

Submitted by Dennis Kuepfer



TAVISTOCK COMMUNITY HEALTH INC.

Tavistock Community Health Inc.

Notice of Annual General Meeting

Wednesday, April 9, 2025

Tavistock Men's Club

78 Woodstock St. N., Tavistock

7:00 pm

A \$5.00 Membership Fee entitles you to a vote.