NORFOLK GENERAL HOSPITAL

BOARD OF DIRECTORS

1. CALL TO ORDER
The Open Meeting was called to order at 1830 hours.

2. PRAYER
P. Hellyer led the meeting in prayer.

3. APPROVAL OF AGENDA
The agenda was approved as distributed.

4. DECLARATION – CONFLICT OF INTEREST – Nil.

5. MATTERS FOR DECISION/STRATEGIC MATTERS FOR DISCUSSION

5.1 Roles and Responsibilities of the Board Policy
Doug asked to discuss the wording of the policy with someone but otherwise the policy was fine to be approved. Kelly indicated that she will meet with him and review the wording.

It was, MOVED BY: G. Appleton
SECONDED BY: P. Maletta
to approve the Roles and Responsibilities of the Board policy.
CARRIED

5.2 Board of Directors Declaration Form
Jeff asked that the Board secretary be capitalized.

It was, MOVED BY: B. Snowden
SECONDED BY: J. Guilmette
to approve the Board of Directors Declaration Form policy.
CARRIED

5.3 Succession Planning Policy
Doug would like to do discuss wording of this policy as well.

It was, MOVED BY: D. Archibald
SECONDED BY: J. Guilmette
to approve the Succession Planning policy.
CARRIED

5.4 Financial Statements for the Period Ending September 30, 2012
There was a discussion regarding overtime and sick time being connected.

It was, MOVED BY: B. Snowden
SECONDED BY: D. Archibald
to approve the Financial Statements for the period ending September 30, 2012. CARRIED

5.5 2012/2013 Audit Plan
P. Hellyer stated that he feels the Engagement Letter is a Board issue and the Finance Committee Minutes should be changed to reflect that.

It was, MOVED BY: J. Guilmette
SECONDED BY: D. Archibald
to approve the 2012/2013 Audit Plan.
CARRIED

P. Hellyer was opposed because he believes the working papers belong to the hospital and not the accountant.

6. MATTERS FOR DISCUSSION

6.1 Chief of Staff Report – Nil.

6.2 President & CEO Report
K. Isfan reviewed her report as attached to the agenda.

It was, MOVED BY: J. Loncke
SECONDED BY: J. Guilmette
to accept the report of the President.
CARRIED

There was a discussion regarding receiving more media recognition in the front page of the Simcoe Reformer.

Kelly was asked to give an update on the Foundation and reported the following:

- the Radiothon was a success and raised over $140,000.
- the Golf Tournament raised $220,000.
- the planning of the Christmas Appeal has been started.
- there is a Christmas Rotary event being held tonight with part of the proceeds from this event going to the hospital.

6.3 Vice-President Patient Care Report
B. DeRonde reviewed her report as attached to the agenda.

It was, MOVED BY: B. Snowden
SECONDED BY: J. Guilmette
to accept the report of the Vice-President of Patient Care.
CARRIED

7. CONSENT AGENDA
7.1 Approval of Board Minutes – October 3, 2012

7.2 Governance Committee – October 17, 2012
J. Loncke asked that the Board sign the Confidentiality form, and it will be brought to the December meeting.

7.3Executive Committee – October 22, 2012

7.4Finance Committee – October 24, 2012
P. Hellyer asked that "the engagement letter does need board approval" be added to the minutes.

7.5 Volunteer Association Report

It was, MOVED BY: D. Leaker
SECONDED BY: B. Snowden
to accept the reports. CARRIED

8. ADJOURNMENT TO IN-CAMERA
The meeting adjourned to In-Camera at 1900 hours.

_____ _____
P. Hellyer, Chair K. Isfan, Secretary