

Gabriola Health Care Foundation

2015 Annual General Meeting



Agenda - GHCF

- Call to order.
- Information:
 - Quorum.
 - Adoption of Robert's Rules of Order.
 - Voting procedures.
- Adoption of agenda.
- Adoption of minutes of 2014 AGM.
- Reports:
 - President.
 - Health Care Programs Committee.
 - Facility management.
 - Financial report.
- Proposed revision to by-laws.
- Nominations committee report and election of directors.
- Adjournment.

GH Minutes of 2014 AGM

WEDNESDAY, APRIL 30, 2014 – ROLLO CENTRE, GABRIOLA ISLAND

- Chair: Chuck Connor.
- Acting Secretary: Mike Philips.
- Call to order: Chuck called the meeting to order at 7:00 pm.
- Information:
 - Quorum: A quorum was present; list of attendees is attached to minutes in Minute Book.
 - Rules of Order: Meeting agreed by consensus to use Robert's Rules of Order.
 - Voting procedures: Mike reviewed the regulations in the GHCF by-laws – each member present at a members' meeting has one vote, voting is by show of hands unless a private written ballot is requested, and there are no proxy votes.

Minutes of 2014 AGM

- Adoption of agenda:
MOTION: Harvey Graham - That the agenda be adopted as presented.
CARRIED.
- Adoption of minutes of 2013 AGM:
MOTION: Nancy Rowan -- That the minutes of the 2013 AGM on April 30, 2013 as displayed on the GHCS Web site be adopted. CARRIED.
- Reports -- Reports were presented by the following people. Details are posted on the GCHF website.
 - President – Chuck Connor.
 - Physician Recruitment and Retention – Nancy Rowan.
 - Health Programs – Dave Innell.
 - Building Management – Chuck Connor.
 - Building Construction – Chuck Connor.
 - Financial Statements – Harvey Graham.
 - MOTION: Paul Champion – That the GHCF financial statements for the fiscal year ended December 31, 2013 be approved. CARRIED.

Minutes of 2014 AGM

- Nominations Committee: For the GHCF Board of Directors
 - Service ended as directors - Thank-you!
 - **Dave Innell, Margaret Litt & Judy Rogers**
 - Continuing in their current term: **Chuck Connor**, 2nd term to 2015, **Paul Champion**, 2nd term to 2015, & **Nancy Hetherington Peirce**, 2nd term to 2016.
 - Nominated: The Board of Directors determined that six Directors would be elected at this AGM. The Nominations Committee nominated:
 - Derek Brindle. 1st term to 2017.
 - Dale Butler. 1st term to 2017.
 - Harvey Graham. 3rd term to 2017.
 - Gloria Hatfield. 1st term to 2017.
 - Mike Phillips, 2nd term to 2017.
 - Nancy Rowan. 2nd term to 2017.
 - No further nominations were received in the period up to 48 hours before the meeting (final date as per the by-laws). Thus the new directors were elected by acclamation.
- Adjournment: Chuck adjourned the meeting at 8:00 PM.

President's report

Chuck Connor

GH President's report

THEN AND NOW

Then

- In 2006 Gabriola Island faced a medical crisis. There was one doctor who was exhausted, frustrated and ready to leave the island. There were no adequate facilities and very little medical equipment or supplies to treat patients requiring urgent care. Medical emergencies required a ferry trip to the hospital in Nanaimo.
- Concerned residents rallied to this crisis and a vision emerged. The goal was to develop a well equipped health care facility with an urgent treatment room that would enable coordinated primary health care services to be available to all residents and visitors. With incredible community support, planning, fundraising and building that vision is now a reality. The Gabriola Community Health Centre was officially opened in August 2012.

President's report

And now, where we are today?

- We have a well equipped, community owned, Primary Health Care Centre, complete with an Urgent Treatment Facility, that is completely debt free.
- We have three full time doctors at the Health Centre and every resident who wishes to have a family doctor on Gabriola now has that opportunity.
- These are remarkable achievements that all Gabriolans can be proud of. So, let us take a closer look at our Community Health Centre.

President's report

The Urgent Treatment Facility (UTF)

- In 2014, 902 patients required urgent medical treatment at the UTF.
- 806 of these patients were treated here, on Gabriola, and then were able to return to their homes.
- 96 of the most critical patients were stabilized in the UTF before being transferred to a hospital Emergency Room for further care.
- 286 of those patients requiring urgent medical treatment were not regular patients of the Gabriola Medical Clinic.

President's report

The Gabriola Medical Clinic

The Gabriola Medical Clinic, as the primary tenant in the Community Health Centre, operates a comprehensive, well equipped, family medical practice:

- Doctors Bosman, Thorne and Mierzewski treat patients on scheduled appointments in the Clinic.
- New patients are welcome.
- The Clinic doctors also treat those requiring urgent medical care, in the UTF, on an on call basis.
- The doctors are supported by locums Doctors Secord, Henderson, and others as required.

President's report

Island Health Authority

Island Health is a core tenant in the Health Centre and provides the following services to Gabriolans:

- **Home and Community Care (H&C)**

- H&CC nurses treat many chronically ill, elderly or post surgical patients in their home.
- H&CC nurses treat a number of their patients in the Health Centre when the UTF facilities are more conducive to the treatment required.
- Island Health's Home Support Workers provide in home daily living services to many qualified residents.

- **Other Island Health services**

Island Health increasingly provides other periodic services to Gabriolans, working through the Health Centre, and in collaborations with the Doctors, including:

- A Seniors Mental Health counsellor.
- A Public Health Nurse.
- A Mental Health Nurse.
- Immunization Clinics.

GH President's report

Other tenants

- Dr. Philip Barnsley, a Plastic and Reconstructive Surgeon, treats patients in the UTF during bi-monthly visits.
- LifeLabs, an important tenant in the Health Centre, provides comprehensive lab services five days a week.
- In 2014 the Gabriola Dental Clinic leased space in the Health Centre and completed construction of their new well equipped dental clinic.

GH President's report

Thank You!

- Without question the Primary Health Care services on Gabriola have come a long way since 2006. However, without the support, generosity, expertise and determination of our residents the Gabriola Community Health Centre and the many services we now appreciate would not be here today.
- The Gabriola Health Care Foundation is also very grateful to our doctors who are willing to be on call at any hour to treat patients requiring urgent medical care in the UTF. It is only with the dedication and caring of these doctors and with the support of their families that we have the comfort of knowing this excellent service is available to all residents and visitors to Gabriola.
- Thank you all.

Health Programs Committee

Nancy Hetherington Peirce, Chair

Dave Innell

Sue Prior

Bev Udy (to November 2014)

Lynne Young

Mandate

- *Identify primary health care needs on Gabriola Island. Within parameters set by the Board, propose responses to the Board regarding these needs.*
- *Co-ordinate with local organizations, businesses and informal groups regarding the improvement of primary health care on Gabriola Island.*

(HPC Terms of Reference, May 2014)

Health Programs Committee

The Kitty Heller Fund For Health Care Programs & Services

- This restricted fund is a bequest to the Foundation from the estate of Kitty Heller. The money is designated for support of health-care programs on Gabriola.
- Grant to People for a Healthy Community (PHC):
 - A grant to PHC to support a subsidized counseling service for PHC clients was awarded in June 2014.
 - The first quarterly installment was paid in July 2014. As of October 2014, however, PHC was no longer able to continue this service. Thus there was no further financial contribution from the Kitty Heller Fund.
- Grant to the Gabriola Arts Council (GAC):
 - A grant to GAC for funding their ongoing Healing Power of Art Program was awarded in November 2014.

Health Programs Committee

- **Occasional Visiting Health-Care Professionals**
 - A list of health-care professionals based on Vancouver Island who stated some interest in occasionally providing their services on Gabriola, via occasional rental of space in the Community Health Centre was developed.
- **Group Exercise Programs on Gabriola**
 - The Committee worked with the Nanaimo manager for Home & Community Care (of the Island Health Authority) to facilitate an effective transition between an existing and a new group exercise program on Gabriola.
- **Mental Health & Substance Use Initiative**
 - A collaboration between Sustainable Gabriola and the Island Health Authority.
 - GHCF will support the community-based Mental Health & Substance Use Initiative training courses offered in 2015.

Facility Management Committee

Chuck Connor, Chair

Harvey Graham

Konrad Mauch

Mike Phillips

Mandate

- Provide facility management, operations and maintenance services.
- Prepare an annual operating budget including capital expenditures and allocation of reserves.
- Organize/supervise final construction activities.

Facility Management Committee

In 2014 the Gabriola Health Care Foundation:

- Negotiated a long term lease with Dr. Koltronis to develop a dental clinic in the Health Centre. Gabriola Dental, opened Feb 3, 2015 offering full dental hygiene services.
- Extended the lower parking lot on the South side of the building.
- Constructed an exterior stairwell connecting the upper and lower site levels, as well as an arbour over the sidewalk.
- Engaged MDL Consulting to develop policies and procedures, together with the necessary training, to ensure the most current infection control procedures are employed In the UTF.
- Initiated a comprehensive review of our insurance, and potential liabilities with respect to the UTF and the Helipad.
- Bi-weekly water testing by Island Health has consistently shown excellent quality water that meets all Drinking Water guidelines.

Facility Management Committee

It is important to note that:

- GHCF receives no rental income or funding for the UTF.
- All operating costs of the Health Centre, including the UTF, must be covered primarily by rental income and supplemented by donations.
- Consumable medical supplies for the UTF are provided by Island Health.
- Currently volunteers perform much of the facility maintenance and administrative services which helps to keep our operating costs low.
- The board is aware, however, that over time volunteerism may dwindle and the potential need for funding to cover maintenance and management services as well as UTF operating costs will need to be considered.
- The goal of the Foundation is to ensure the Health Centre facilitates not only an enviable level of Primary Health Care to Gabriolans but is also financially sustainable for the long term.

GH Financial Report

Harvey Graham

GH Operating fund income

| Highlights (unaudited) | 2013 | 2014 | Change, 2014 vs. 2013 |
|---------------------------|----------|--------|-----------------------|
| Revenue | | | |
| Rent | \$42,492 | 64,936 | 22,444 |
| Fundraising | 14,373 | 10,543 | (3,830) |
| Interest income | 4,677 | 3,967 | (710) |
| Total revenue | 61,542 | 79,446 | 17,904 |
| Operating costs | | | |
| Building | 53,415 | 56,130 | 2,715 |
| Foundation | 7,726 | 6,352 | 1,374 |
| Recruiting & ret. | 12,296 | 1,600 | (10,696) |
| Total costs | 73,437 | 64,082 | (9,355) |
| Net income | (11,895) | 15,364 | 27,259 |

GH Cash flow

| Highlights (unaudited) | Operating fund | Building fund | Medical Equipment Fund | Health Care Programes | Total 2014 | Total 2013 |
|------------------------|----------------|---------------|------------------------|-----------------------|------------|------------|
| Cash from operations | \$4,232 | 6,024 | (427) | | 9,829 | (49,622) |
| Donation income | 10,543 | | 7,446 | | 17,989 | 131,158 |
| Capital expenditures | | (21,998) | (7,769) | | (29,767) | (164,194) |
| Gifted out | | | | (6,500) | (6,500) | |
| Net cash flow | 14,775 | (15,974) | (750) | (6,500) | (8,449) | (82,658) |
| Opening cash balance | 8,592 | 267,267 | 15,796 | 100,000 | 391,655 | 474,313 |
| Closing cash balance | \$23,367 | 251,293 | 15,046 | 93,500 | 383,206 | 391,655 |

GH Financial position

| Highlights (unaudited) | Operating fund | Building fund | Medical Equipment Fund | Health Care Programs | Total 2014 | Total 2013 |
|---|-------------------|------------------|------------------------------|----------------------------|------------------|------------------|
| Cash | \$23,367 | 251,293 | 15,046 | 93,500 | 383,206 | 391,655 |
| Accounts receivable | 4,295 | 467 | 153 | | 4,915 | 7,193 |
| Pledges receivable | | 1,000 | | | 1,000 | 6,000 |
| Prepaid expenses | 3,669 | | | | 3,669 | 4,395 |
| Building and equipment | | 1,052,261 | 40,841 | | 1,093,102 | 1,107,336 |
| Land and improvements | | 646,451 | | | 646,451 | 656,750 |
| Total assets | 31,331 | 1,951,472 | 56,040 | 93,500 | 2,132,343 | 2,173,329 |
| Less accounts payable and accrued liabilities | 7,739 | 475 | | | 8,214 | 11,211 |
| Net book value | \$23,592 | 1,950,997 | 56,040 | 93,500 | 2,124,129 | 2,162,118 |

GH Revision to by-laws

Motion:

“That bylaw #36 be removed from the Bylaws of the Gabriola Health Care Foundation”

- Bylaw 36 currently reads:
“No person who has served as a director of the society for three consecutive terms of approximately three years each may be nominated for election or re-election, or be appointed as a director by the directors, until such person has not been a director for at least the period between two successive annual general meetings.”
- 75% approval required

GH Nominating Committee

Mike Phillips, Chair

GHCF Election of Directors

| Continuing Directors | 2015 Nominations |
|---|--|
| <p>To 2016:</p> <ul style="list-style-type: none">• Nancy Hetherington Peirce <p>To 2017:</p> <ul style="list-style-type: none">• Derek Brindle• Dale Butler• Harvey Graham• Gloria Hatfield• Mike Phillips• Nancy Rowan | <p>2015 Nominations, for three year terms:</p> <ul style="list-style-type: none">• Chuck Connor• Paul Champion |
| | |

Gabriola Health Care Foundation

Thank you for coming!

