

# Gabriola Health Care Foundation

2018 Annual General Meeting



# Agenda – GHCF 2018 AGM

- Call to order
- Information:
  - Quorum
  - Adoption of Robert's Rules of Order
  - Voting procedures
- Adoption of agenda
- Adoption of minutes of 2017 AGM
- Reports:
  - President
  - Video
  - Facility Management
  - Health Services Committee
  - Community Award
  - Financial
  - Governance
- By-law amendments
- Nominations Committee report and election of directors
- Adjournment

# Minutes of 2017 AGM

## **May 10, 2017 – Gabriola Arts and Heritage Centre**

- **Chair:** Chuck Connor
- **Secretary:** Nancy Hetherington Peirce
- **Call to order:** Chuck Connor called the meeting to order at 7:05 pm.
- **Information:**
  - **Quorum:** A quorum was present; list of the attendees is in the Minute Book.
  - **Rules of Order:** The meeting agreed by consensus to use Robert's Rules of Order.
  - **Voting procedures:** Each member present at a members' meeting has one vote. Voting is by show of hands unless a private written ballot is requested. There are no proxy votes.
- **Adoption of agenda**
  - **MOTION:** Gloria Hatfield -- That the agenda be adopted as presented. CARRIED.
- **Adoption of minutes of 2016 AGM**
  - **MOTION:** Harvey Graham -- That the minutes of the 2016 AGM on April 27, 2017 are adopted as posted on the GHCF web site. CARRIED.

# Minutes of 2017 AGM

- **Reports** -- Reports were presented by the following people. Details are posted on the GCHF website.
  - President – Chuck Connor
  - Facility Management – Chuck Connor
  - Health Programs – Nancy Hetherington Peirce
  - Financial Statements – Harvey Graham
    - MOTION: Paul Champion – That the GHCF financial statements for the fiscal year ended December 31, 2016 be approved. CARRIED.
- **Nominations Committee Report and Election of Directors**
- The Nominations Committee presented the following information:
  - Continuing in their current term:
    - Dale Butler, 2<sup>nd</sup> term to 2018
    - Derek Brindle, 2<sup>nd</sup> term to 2019
    - Paul Champion, 2<sup>nd</sup> term to 2018
    - Chuck Connor, 3<sup>rd</sup> term to 2018
    - Gloria Hatfield, 2<sup>nd</sup> term to 2019
    - Nancy Hetherington Peirce, 2<sup>nd</sup> term to 2019

# Minutes of 2017 AGM

- **Nominations Committee Report and Election of Directors (continued)**
  - The bylaws allow five to eleven Board Members
  - Nominated: The Board of Directors determined that four Directors would be elected at this AGM, for a Board of nine members.
  - For the four positions to be filled at this AGM, the Committee nominated the following people and published their names two weeks in advance of this meeting:
    - Harvey Graham, 4<sup>th</sup> term to 2020
    - Mike Phillips, 3<sup>rd</sup> term to 2020
    - Nancy Rowan, 3<sup>rd</sup> term to 2020
    - Vicky Scott, 1<sup>st</sup> term to 2020
  - **Acclamation:** No further nominations from the membership were received in the period up to 48 hours before the meeting (final date as per the by-laws). Thus, the nominated directors were elected by acclamation.
- **Adjournment:** The chair adjourned the meeting at 7:45 PM.

# **GH** President's report

Chuck Connor

# **GH** President's report

## **The Gabriola Community Health Centre**

- In 2006 - A vision for better health care on Gabriola began to emerge as residents looked for ways to overcome the lack of health care facilities and services as well as a means to attract and retain doctors on the island.
- In 2008 - Gabriolans gave the Gabriola Health Care Foundation (“GHCF”) a mandate to develop a community owned urgent treatment facility, a primary care medical clinic and to promote primary health care services on the island.
- In 2012 - With incredible determination, fundraising and volunteering, the community completed construction and opened the doors to the Gabriola Community Health Centre.
- Today the Health Centre is in full operation with the GHCF, on behalf of the community, serving as the owner, landlord and facility manager.
- August 5, 2018 will mark 6 years since the official opening of the Community Health Centre.

# President's report

## **The Urgent Treatment Facility (the “UTF”)**

- The UTF contains the specialized medical equipment and supplies necessary to treat any patient requiring urgent medical care.
- Island Health provides the consumable medical supplies used in the UTF.
- The Clinic doctors responded to nearly 1,300 emergency calls in 2017.
- Approximately 90% of those patients were treated in the UTF and were able to return directly home.
- The remaining 10% were stabilized and transferred by ambulance or helicopter to hospitals in Nanaimo or Victoria for further treatment.
- Approximately 20% of the patients were not regular patients of the Gabriola Medical Clinic or were visitors to the Island.
- Approximately 900 patients were treated in the UTF by Island Health's Home Care Nurses in 2017.
- A plastic and reconstructive surgeon as well as a general surgeon treat patients in the UTF on their regular visits to Gabriola.



# President's report

## **The health care providers**

- **Gabriola Medical Clinic**
  - Doctors Bosman, Mierzewski and Thorne lease space in the Health Centre and operate their busy family practice as well as treating patients requiring emergency care in the UTF on an “on call” basis.
  - The doctors work in close collaboration with various health care professionals from Island Health, all of whom treat patients within the Health Centre.
- **The Island Health Authority**
  - The Home and Community Care team provides a wide array of home support services.
  - The Home Care nurses treat many of their patients in the UTF.
  - A psychiatrist sees patients on regular visits to the Health Centre.
  - The seniors outreach social worker helps patients with age related problems.
  - A mental health nurse sees many patients in the Health Centre.
  - A social worker helps guide patients through the many support services available to residents.
- **Life Labs**
  - Provides medical laboratory services 5 days a week.
- **Gabriola Dental**
  - Operates a modern dental and oral hygiene clinic

# President's report

## Enhancing Primary Health Care Services

- Having multi disciplinary health care professionals located together in the Health Centre has resulted in an excellent level of team based care for patients which is a goal of Health Authorities today.
- The Divisions of Family Practice, jointly funded by the Doctors of BC and the BC Ministry of Health, provides a means for family doctors to work collaboratively with Health Authorities to achieve common health care goals.
- Many of the health services now available on Gabriola were facilitated by Drs. Bosman, Mierzewski and Thorne, who formed the Gabriola Chapter of the Rural and Remote Division of Family Practice.
- The GHCF, together with the Chapter, PHC and other community partners have formed the Gabriola Health and Wellness Collaborative to address the social determinants of health.
- With support from community partners, the Gabriola Chapter has worked with Island Health to bring:
  - Significantly enhanced mental health services,
  - Services of a social worker,
  - Telehealth services, and
  - Immunization and mammogram screening clinics.

# President's report

## **Gabriola Health Care Foundation**

- The Gabriola Community Health Centre is completely debt free.
- Receives no on-going government funding.
- Receives no payment, or rent, from Island Health for the use of the Urgent Treatment Facility in the delivery of health services.
- Relies on rent from tenants as well as donations to cover all operating costs.
- Most administration and maintenance is currently done by volunteers.
- A Committee of the Board is reviewing the long term management options and financial sustainability of the UTF.
- A Capital Asset Replacement plan is being developed to enable major building components and equipment to be replaced at the end of their expected lifespans.
- A Governance policy document under development in 2017 has now been adopted to formalize the Foundation's policies and procedures and has been posted on the GHCF website.

# President's report

## **Gabriola is well served!**

- Without question, the primary health care services on Gabriola have come a long way since 2006.
- The Gabriola Medical Clinic has become a very busy family practice serving many Gabriolans and lives are being saved in the UTF.
- Island Health has significantly increased the primary health care services now available to all Gabriolans.
- The Gabriola Health Care Foundation is 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.
- However, without the support, generosity and determination of our residents, the Gabriola Community Health Centre and the many services we now appreciate would not be here today.
- GHCF wishes to thank everyone who has helped make this all possible!

# **GH** Community Health Centre Video

Gloria Hatfield

# Facility Management Committee

## Chuck Connor, Chair

Harvey Graham

Konrad Mauch

Mike Phillips

### **Mandate**

**Manage the following:**

- *Improvements and upkeep to the facilities*
- *Tenant relations and leases*
- *Supply of goods and services*
- *Equipment maintenance*

# Facility Management Committee

## **Tasks recently undertaken Include:**

- Refined and upgraded the administration and maintenance budgets for 2018.
- Performed, or coordinated, all equipment and building maintenance activities as well as gardening and grounds keeping.
- Developed the framework for a covenant that will allow GHCF to have trees pruned on adjacent properties, as needed in the future, to maintain clear helicopter flight paths for emergency medical evacuations.
- Continued discussions with the Health Authority to reach agreement on compensation for the space and services they use in the UTF and other portions of the upper floor of the Health Centre.
- A Capital Asset Replacement Plan is being developed to enable items such as the building roof, generator, computer equipment and specialized medical equipment to be replaced at the end of their useful lifespans. These estimated lifespans can range from as short as 10 years for computer systems and certain medical equipment to as long as 40 years for the generator.
- Replacement costs for a wide range of components have been considered, taking into account anticipated inflation and interest rates, and a Capital Asset Fund is now being initiated.

# Facility Management Committee

## **It is significant to note that:**

- Volunteers currently perform much of the facility maintenance and administrative services which helps to keep our operating costs low.
- It is likely that volunteerism will eventually dwindle and the potential need for additional income, or funding, to cover the resulting costs of paid maintenance and facility management services is being considered.
- The planned Capital Asset Fund will require annual fundraising to ensure the Gabriola Community Health Centre can be maintained and equipped in a first class condition for future generations.
- GHCF sincerely thanks the donors who continue to support the Health Centre and the volunteers who maintain the facility and grounds in such beautiful condition.



# Health Services Committee

Nancy Hetherington Peirce, Chair

Dave Innell

Vicky Scott

Lynne Young

## **Mandate**

*Within the broader context of primary health care, assist the Board in identifying unmet needs of the community and in developing strategies to address them by:*

- *Participating in community meetings and events whereby community health needs are being discussed.*
- *Promoting an understanding of the social determinants of health and engaging with the community, governmental and non-governmental organizations to address same.*
- *Collaborating with physicians on Gabriola Island and community partners in health services planning and/or development.*
- *Making recommendations to the Board regarding disbursement of funds from the Kitty Heller Fund.*

# Health Services Committee

## Activities

- **Grant to People for a Healthy Community on Gabriola Society (PHC):** In September 2016, the Committee considered an application from PHC to help fund their Adult Activity Day Program – “Stepping Up, Stepping Out.” The Board agreed to a \$5,000 donation from the Kitty Heller Fund, and a second \$5,000 donation from the fund in June, 2017.
- **Grant to the Gabriola Arts Council (GAC):** In November 2017, the Committee considered an application from GAC for a fourth annual grant for their 2016/17 Healing Power of Art Program, and recommended that the Board support the application. The Board agreed to a \$5,000 donation from the Kitty Heller Fund.
- **Health Promotion Event: “Fall Prevention”** In November 2017, the Board sponsored a public education event on Fall Prevention, in conjunction with National Fall Prevention Month. Vicky Scott, Board member and expert in the field of fall prevention, organized and presented an excellent program that was well-attended and well-received by the participants.

# Health Services Committee

## **The Gabriola Health & Wellness Collaborative (GHWC)**

### **The GHWC**

- The Gabriola Health and Wellness Collaborative brings together organizations, groups and interested individuals to take action on issues that affect the health and wellness of the Gabriola community.
- The focus is on complex issues that often require larger connected groups to make a difference.

### **Underlying Principles**

#### The Collaborative:

- Focuses on all segments of the population
- Addresses education, prevention, intervention and maintenance
- Encompasses all aspects of health and wellness (physical, spiritual, emotional, environmental etc.)
- Embraces a whole-population perspective, and recognizes the interaction among individual health, the social determinants of health, and the environment
- Includes mainstream and alternate health systems
- Facilitates barrier-free access for those unable to afford services

# Health Services Committee

## **The Gabriola Health & Wellness Collaborative (GHWC)**

### **Mission**

- To create opportunities among the GHWC members for mutual support, shared advocacy and improved use of funding resource to improve health outcomes for all Gabriolans.
- A “Hub Group” consisting of approximately ten members meets monthly to coordinate the activities of the GHWC.

### **GHCF Participation**

- Four Board members attended the 2017 annual gathering of the GHWC in November, to represent the Foundation.
- The Foundation is also a member of the Hub Group, represented by the chair of the Health Services Committee.

# Rural BC Community Award

Nancy Rowan

## *Rural BC Community Award*

- The Rural Coordination Centre of BC (RCCbc) recognizes the hard work and resiliency of rural communities across BC.
- The Rural BC Community Award identifies a community that has developed innovative and collaborative approaches and solutions to local healthcare issues, or supported and enhanced the sustainability of the rural health care services and / or providers within their community.

# Financial Report

Harvey Graham

# Cash Flow & Fund Balances

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2017	Total 2016
Cash from operations	\$2,030	(54)	(311)		1,665	11,418
Donations, grants and other income	32,096		2,669		34,765	56,398
Capital expenditures		(8,070)	(8,985)		(17,055)	(16,651)
Gifted out				(10,000)	(10,000)	(10,000)
<b>Net</b>	34,126	(8,124)	(6,628)	(10,000)	9,374	41,165
Opening balance	71,783	250,333	9,670	73,248	405,034	363,869
<b>Closing balance</b>	\$105,909	242,209	3,042	63,248	414,408	405,034

# Financial position

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2017	Total 2016
Cash	\$ 105,909	242,209	3,042	63,248	414,408	405,034
Accounts rec. and accrued income	6,701	58	24		6,783	8,880
Prepaid expenses	8,095				8,095	4,842
Building and equipment		985,228	16,415		1,001,644	1,031,188
Land and improvements		623,959			623,959	634,776
<b>Total assets</b>	120,705	1,851,455	19,481	63,248	2,054,889	2,084,720
Accounts payable and accrued liabilities	(7,323)				(7,323)	(6,527)
Prepaid rent	(1,541)				(1,541)	(1,917)
<b>Net book value</b>	\$ 111,841	1,851,455	19,481	63,248	2,046,025	2,076,276



# Operating fund income

Highlights (unaudited)	2017	2016	Change
<b>Building</b>			
Rent	\$ 80,246	\$ 79,780	\$ 466
Operating costs	(63,643)	(61,479)	(2,164)
Building income	16,603	18,301	(1,698)
<b>Community service</b>			
Urgent treatment facility	(9,779)	(10,229)	450
Telemedicine	(1,306)	(161)	(1,148)
Total community service	(11,085)	(10,390)	(695)
<b>Other income and expenses</b>			
Donations and grants	32,096	33,935	(1,839)
Interest income	4,446	5,106	(660)
Foundation operating costs	(7,564)	(7,028)	(536)
Net other	28,978	32,013	(3,035)
Net income	\$34,495	\$ 39,924	\$ (5,429)

# Financial Report

Motion to approve the 2017 Financial Statements



# Governance Committee

Derek Brindle, Chair

Harvey Graham

Nancy Hetherington Peirce

Mike Phillips

## **Mandate**

*The Governance Committee assists the Board to create and maintain a healthy governance culture that reflects current governance standards and good practices. In particular, the committee:*

- *Recommends to the Board a plan for ongoing Board education and development, and leads the orientation of newly elected directors.*
- *Monitors compliance of GHCF with the British Columbia Societies Act and regulations, GHCF constitution and bylaws, and Board policies.*
- *Reports periodically to the Board on the committee's work.*
- *Makes recommendations as required for changes to the structure and membership of committees.*



# Governance Committee

## Activities

- **Board Governance Policies:**
  - During the spring of 2017, the Committee facilitated a Board process to develop of a set of policies regarding the mandate, structure and organization of the Board.
  - In April, the Board approved a Board Governance Policy.
- **Review of the Bylaws of the Foundation:**
  - In late 2017 Committee began a review of the current Bylaws of the Foundation with a particular focus on updating the provisions regarding membership.
  - The proposed revisions were forwarded to the Board in early 2018 and will be presented to this meeting for consideration.



# Proposed Bylaw Changes

**Membership - Replace the current wording:**

## **4. Members**

- (1) All residents of Gabriola Island, B.C. who assent to the purposes of the society and who are at the time at least 19 years of age will be members of the society unless such person has ceased to be a member as provided herein.*
- (2) In addition, any person may apply to the directors for membership in the Society and on acceptance by the Board of Directors.*

**With the following:**

## **4. Members**

- (1) To be eligible for membership in the society, an individual must:
  - (a) reside (full-time or part-time) or own land in the Gabriola Island Local Trust area, as that area is established under the Islands Trust Act of British Columbia, and*
  - (b) be 19 years of age or older.**
- (2) An individual who meets the requirements set out in this section of these bylaws and is not otherwise ineligible under these bylaws may register with the society as a member.*



# Proposed Bylaw Changes

## **Quorum at Members Meetings**

**Replace “three” with “five”:**

17. (3) *“A quorum is ~~three~~ five members present or a greater number that the members may determine at a general meeting.”*

## **Directors Nominations Committee**

**Remove the words following “society”**

33. *The directors shall, as soon as is reasonable after each annual general meeting, appoint a nominations committee comprised of at least two directors or members of the society. ~~who, if possible, are not officers of the society.~~*



# Nominating Committee

Mike Phillips, Chair



# GHCF Election of Directors

## Continuing Directors

### To 2019

- Derek Brindle
- Gloria Hatfield
- Nancy Hetherington Peirce

### To 2020:

- Harvey Graham
- Mike Phillips
- Nancy Rowan
- Vicky Scott

## 2018 Nominations

### 2018 Nomination, for a three year term:

- Chuck Connor

### Thank you!

- Dale Butler
- Paul Champion



# Gabriola Health Care Foundation

Thank you for coming!

