

Gabriola Health Care Foundation

2017 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 2016 AGM
- Reports:
 - President
 - Facility Management
 - Health Care Programs Committee
 - Financial
- Nominations Committee report and election of directors
- Adjournment

Minutes of 2016 AGM

APRIL 27, 2016 – The Rollo Centre, Gabriola Island

- **Chair:** Chuck Connor
- **Secretary:** Nancy Hetherington Peirce
- **Call to order:** Chuck Connor called the meeting to order at 7:00 pm.
- **Information:**
 - Quorum: A quorum was present; list of the 12 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: Derek Brindle -- That the agenda be adopted as presented. CARRIED.
- **Adoption of minutes of 2015 AGM**
 - MOTION: Mike Phillips -- That the minutes of the 2015 AGM on April 16, 2015 as displayed on the GHCF Web site be adopted. CARRIED.

Minutes of 2016 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: Harvey Graham – That the GHCF financial statements for the fiscal year ended December 31, 2015 be approved. CARRIED.
- **Nominations Committee Report and Election of Directors**
- The Nominations Committee presented the following information:
 - Continuing in their current term:
 - Harvey Graham, 3rd term to 2017
 - Mike Phillips, 2nd term to 2017
 - Nancy Rowan, 2nd term to 2017
 - Paul Champion, 2nd term to 2018
 - Chuck Connor, 3rd term to 2018
 - Three directors, who were part-way through their terms, resigned effective this meeting in order to be nominated for a further term so that a more balanced rotation of terms of service could be established: Derek Brindle, Dale Butler and Gloria Hatfield.

Minutes of 2016 AGM

- **Nominations Committee Report and Election of Directors (continued)**
 - Nominated: The Board of Directors determined that four Directors would be elected at this AGM, for a Board of nine members. The bylaws allow five to eleven Board 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:
 - Derek Brindle, 2nd term to 2019
 - Dale Butler, 2nd term to 2018
 - Gloria Hatfield, 2nd term to 2019
 - Nancy Hetherington Peirce, 2nd term to 2019.
 - **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

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 health care programs.
- 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 Gabriolans, serving as the owner, landlord and facility manager.
- August 5, 2017 will mark 5 years since the official opening of the Community Health Centre.

President's report

The Urgent Treatment Facility (the “UTF”)

- The UTF contains the medical equipment and supplies to treat any patient requiring urgent medical care.
- Island Health provides the consumable medical supplies in the UTF.
- The Clinic doctors responded to over 1,300 emergency calls in 2016.
- The majority of patients were treated in the UTF and were able to return home.
- Approximately 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 they were visitors to the Island.
- Nearly 400 patients were treated in the UTF by Island Health Home Care Nurses in 2016.
- A plastic and reconstructive surgeon as well as a general surgeon treat patients in the UTF on their monthly visits.

President's report

The health care providers

- **Gabriola Medical Clinic**
 - Doctors Bosman, Mierzewski and Thorne each have a busy family practice as well as treating patients 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 weekly 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.
- **Life Labs**
 - Provides medical laboratory services 5 days a week.
- **Gabriola Dental**
 - Operates a modern dental and oral hygiene clinic
- **Angela Henderson, RMT**
 - Provides massage therapy to patients

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.
- The Divisions of Family Practice, jointly funded by Doctors of BC and the BC Ministry of Health, provides a means for family doctors to work collaboratively with the health authorities to achieve common health care goals.
- Many of the 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.
- 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

- Is completely debt free.
- Receives no on-going government funding.
- Receives no payment or rent for the use of the UTF.
- Relies on rent from tenants and 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 Governance policy document under development in 2016 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.
- 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!

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 2017.
- Continued upgrading the equipment service manuals and the detailed maintenance schedule for the facilities.
- 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.
- Completed modifications to the reception area to improve privacy and acoustics for patients and staff.
- Installed new computer terminals to be compatible with Telus medical services.

Facility Management Committee

It is significant to note that:

- Volunteers perform much of the facility maintenance and administrative services which helps to keep our operating costs low.
- Volunteerism may dwindle in time and the potential need for funding to cover maintenance and management services is being considered.
- We thank the donors who continue to support the Health Centre and the volunteers who maintain the facility and grounds in such great shape.

Health Programs Committee

Nancy Hetherington Peirce, Chair

Dave Innell

Sue Prior (to August 2016)

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.*

(Terms of Reference, May 2014)

Health Programs Committee

In 2016

- In August, the Committee said thank-you to Sue Prior, for her many contributions to the work of the Committee.
- Local Action Team for the Children and Youth Mental Health & Substance Use Collaborative:
 - Lynne Young and Sue Prior, representing the Committee, attended several meetings of the Collaborative in early 2016 to offer support as it began its work on the island.
 - In November 2016, the Committee provided logistical assistance for an educational course sponsored by the Collaborative for health-care professionals.

Health Programs Committee

The Kitty Heller Fund For Health Care Programs & Services

- This restricted fund was established in 2012 from 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 on Gabriola Society (PHC):
 - In September, the Committee considered an application from PHC to help fund their Adult Activity Day Program (a new weekly program for adults living with health challenges), and recommended that the Board support the application.
 - The Board agreed to a \$5,000 donation from the Kitty Heller Fund, and a second \$5,000 donation from the Fund in 2017.
- Grant to the Gabriola Arts Council (GAC):
 - In November, the Committee considered an application from GAC for a third 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.

Financial Report

Harvey Graham

Cash Flow & Fund Balances

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2016	Total 2015
Cash from operations	\$10,691	369	358		11,418	(7,283)
Donations, grants and other inc.	33,935	10,581	11,882		56,398	27,392
Capital expenditures		(5,532)	(11,119)		(16,651)	(29,194)
Gifted out				(10,000)	(10,000)	(10,252)
Net	44,626	5,418	1,121	(10,000)	41,165	(19,337)
Opening balance	27,157	244,915	8,549	83,248	363,869	383,206
Closing balance	\$71,783	250,333	9,670	73,248	405,034	363,869

Financial position

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2016	Total 2015
Cash	\$ 71,784	250,333	9,670	73,248	405,034	363,869
Accounts rec. and accrued income	8,849	4	27		8,880	12,259
Prepaid expenses	4,842				4,842	5,286
Building and equipment		1,005,439	25,749		1,031,188	1,072,893
Land and improvements		634,776			634,776	638,354
Total assets	85,474	1,890,552	35,446	73,248	2,084,720	2,092,661
Accounts payable and accrued liabilities	(6,212)		(315)		(6,527)	(5,402)
Prepaid rent	(1,917)				(1,917)	(1,525)
Net book value	\$ 77,345	1,890,552	35,130	73,248	2,076,276	2,085,734

Operating fund income

Highlights (unaudited)	2016	2015	Change
Building			
Rent	\$ 79,780	\$ 73,724	\$ 6,056
Operating costs	(61,479)	(61,407)	(72)
Building income	18,301	12,317	5,984
Community service			
Urgent treatment facility	(10,229)	(8,329)	(1,900)
Telemedicine	(161)	(177)	16
Total community service	(10,390)	(8,506)	(1,884)
Other income and expenses			
Donations and grants	33,935	11,865	22,070
Interest income	5,106	4,864	242
Foundation operating costs	(7,028)	(6,710)	(318)
Net other	32,013	10,019	21,994
Net income	\$ 39,924	\$ 13,830	\$ 26,094

GH Nominating Committee

Mike Phillips, Chair

GHCF Election of Directors

Continuing Directors	2017 Nominations
<p>To 2018:</p> <ul style="list-style-type: none">• Chuck Connor• Paul Champion• Dale Butler <p>To 2019:</p> <ul style="list-style-type: none">• Derek Brindle• Gloria Hatfield• Nancy Hetherington Peirce	<p>2017 Nominations, for three year terms:</p> <ul style="list-style-type: none">• Harvey Graham• Mike Phillips• Nancy Rowan• Vicky Scott

Gabriola Health Care Foundation

Thank you for coming!

