


STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

NOTICE OF MEETING AND AGENDA SGH FOUNDATION BOARD MEMBERS

A meeting of the members will be held on
Wednesday, June 12, 2024 at 4:30 pm
IN THE CURLING LOUNGE, STRATFORD COUNTRY CLUB.


AGENDA

ACTIONS

4:30	1. Consent Items Foundation Board Minutes: <ul style="list-style-type: none">• March 27, 2024 Strategic Planning/Nominating Committee Minutes: <ul style="list-style-type: none">• April 10, 2024 Resource Development Committee Minutes: <ul style="list-style-type: none">• April 24, 2024 Finance/Investment Minutes: <ul style="list-style-type: none">• June 03, 2024• Finance Statements for period ending March 31, 2024• Investment Statements for period ending March 31, 2024 Audit Committee Minutes: <ul style="list-style-type: none">• June 03, 2024	Motion for Approval
4:40	2. Audit Committee Report <ul style="list-style-type: none">• Audited Statements for period ending March 31, 2024	Discussion / Motion
4:45	3. Business Arising <ul style="list-style-type: none">• Nominating Committee Slate of Names	Discussion / Motion
4:55	4. Adjournment	Motion

Mrs. Cheryl Hunt, CVA
Executive Director

RSVP to Merle: 519-272-8210 ext 2626 or by email to merle.clarkson@hpha.ca

STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

MINUTES OF THE MEETING OF THE FOUNDATION BOARD OF TRUSTEES HELD

WEDNESDAY, MARCH 27, 2024.

PRESENT: Ms. B. Thibeault, Chair
Mr. J. Frank
Ms. A. Conrad
Mr. R. Gould
Mr. R. Orr
Mr. M. Rees
Mr. M. Ritsma
Ms. J. Smelski
Dr. A. Smith
Mr. F. Steigmeier
Ms. C. Hunt, Executive Director
Mrs. M. Steinbach, Data & Finance Manager
Ms. C. Wood, Recording Secretary
Ms. I. Michaels, Director, Analytics, Financial Planning & Regional Information Management, Guest Speaker
Mr. D. Moutte, Manger, IT Operations, Guest Speaker

REGRETS:
Mr. P. Buxton
Mr. H. McDonald
Mr. P. Roulston
Mr. A. Williams

**BOARD
CHAIR**

WELCOME: Ms. B. Thibeault called the meeting to order and provided a small overview of the IOH campaign highlighting we are 92% of goal, that is \$27.2 million in cash and pledges. A special "shout out" to a community group, Stratford Makers Market, for their Easter Market held in support of our Special Care Nursery.

**GUEST SPEAKERS
CYBER SECURITY**

AT THE HPHA: The HPHA IT Management Team presented an informative session pertaining to safeguarding organizations against cyber-attacks. Mr. D. Moutte, Manager, IT Operations, in partnership with Ms. I. Michaels, Director, Analytics, Financial Planning and Regional Information Management discussed the processes the HPHA currently has in place in support of cyber security.

CONSENT

ITEMS: There were no questions arising from the consent agenda items: Foundation Board Minutes, January 24th, 2024; Strategic Planning/Nominating Committee Minutes, February 14th, 2024; Resource & Development Public Relations Committee Minutes, February 28th, 2024; Finance/Investment/Audit Committee Minutes, March 25th, 2024.

It was **MOVED** by Ms. A. Conrad, **SECONDED** by Mr. M. Ritsma and **RESOLVED** to approve the following consent agenda items:

Foundation Board Minutes of:	January 24 th , 2024
Strategic Planning/Nominating Committee Minutes of:	February 14 th , 2024
Resource Development Public Relations Committee Minutes of:	February 28 th , 2024
Finance/Investment/Audit Committee Minutes of:	March 25 th , 2024

CARRIED

**FINANCIAL
UPDATE:**

Mr. J. Frank, in the absence of Mr. P. Buxton, referenced the pre-circulated minutes and statements, from the SGHF Finance/Investment/Audit Committee Meeting from March 25th, 2024 highlighting the *DRAFT Disbursement Recommendation 2023/24* and the *DRAFT Operating Budget 2024/25*. There were no questions asked of the Treasurer regarding the pre-circulated Financial Statements ending February 29th, 2024.

Mr. J. Frank referred to the pre-circulated *DRAFT Disbursement Recommendation 2023/24 report* highlighting the equipment and amount to disburse, noting the Finance/Investment/Audit committee reviewed this recommendation in detail and acknowledges due diligence has been completed and recommends to the Stratford General Hospital Foundation Board of Trustees to support the proposed disbursement. There were no further questions or comments.

It was **MOVED** by Mr. J Frank, **SECONDED** by Mr. R. Orr and **RESOLVED** to approve the following discussion agenda item: *DRAFT Disbursement Recommendation*.

CARRIED

Mr. J. Frank referred to the pre-circulated *DRAFT Operating Budget 2024/25* noting the increase in computer maintenance/training due to the migration from Raisers Edge and Financial Edge to the cloud base NXT system, which was an expected increase. Mr. J. Frank noted the Finance/Investment/Audit committee reviewed this proposed budget in detail and recommends to the Stratford General Hospital Foundation Board of Trustees to support the proposed budget. There were no further comments or questions.

It was **MOVED** by Mr. J. Frank, **SECONDED** by Mr. M. Rees and **RESOLVED** to approve the following discussion agenda item: *DRAFT Operating Budget 2024/25*.

CARRIED

Mr. J. Frank highlighted the following additional points from the Finance/Investment/Audit committee:

- The SMHF pledge payment starts this year. It was noted this payment will be from interest earned funds through our Bank of Montreal account.
- HPHA capital item threshold has changed from \$1,000 to \$5,000. This conversation will continue in support of the SGHF attempting to align with the HPHA protocol change.

**EXECUTIVE DIRECTOR'S
REPORT:**

Ms. C. Hunt gave a Foundation update referencing the pre-circulated Executive Director's Report, highlighting the following:

- The Community Giving Manager opening is being recruited.

- Spring mail out and monitor newsletter is in development. The theme: Growth Springs Hope. To go out to over 36,000 households.
- Special thanks was given to Mrs. M. Steinbach for her leadership and dedication to supporting the NXT migration. This project for the SGHF is complete, with no issues. The team continues to monitor the migration. A special thank you was given to Ms. C. Wood for her support during the migration. The SGHF Board of Trustees gave the team a round-of-applause in acknowledgment. Ms. C. Hunt thanked the board for supporting the Foundation's vision to migrate to NXT. Support for the Seaforth Community Hospital Foundation's migration continues.
- Special events were highlighted acknowledging the SGHF AGM & Donor Impact Celebration on Wednesday, June 12th, 2024 and the RE/MAX Golf Tournament on Wednesday, June 19th, 2024.

HPHA UPDATE:

Ms. C. Hunt highlighted the following on behalf of Mr. A. Williams:

- The HPHA amalgamation has been approved by the Ministry of Health. This step has completed the amalgamation in its entirety. Board members were encouraged to reach out if there were any further questions.
- With the dissolution of the Local Advisory Committee's, the HPHA will be inviting all of the HPHA Foundations to participate in a virtual meeting to discuss next steps.

**MOTION TO
ADJOURN:**

It was **MOVED** by Ms. J. Smelski, **SECONDED** by Mr. R. Gould and **RESOLVED** to adjourn the meeting.

CARRIED

ADJOURNMENT: The meeting was adjourned at 1:08 p.m.

Ms. B. Thibeault, Chair

Ms. C. Wood, Recording Secretary

**MINUTES OF THE STRATEGIC PLANNING/NOMINATING COMMITTEE MEETING
HELD ON WEDNESDAY, APRIL 10TH, 2024
AT 12:00 NOON, SGHF BOARD ROOM.**

PRESENT: Mr. H. McDonald Mrs. C. Hunt, Executive Director
Ms. B. Thibeault, Board Chair Ms. M. Clarkson, Recording Secretary
Mr. P. Roulston

REGRETS: Mr. J. Frank, Committee Chair

BOARD CHAIR Mrs. B. Thibeault (Board Chair)
chaired this meeting in

WELCOME: Mr. J. Frank's absence

STRATEGIC PLANNING

Monthly & Planned Giving- The new Community Giving Manager, Amanda Dobson will support this project and move our concepts forward.

Financial Institutions, Case for Support- The concept behind the Transitional Youth Initiative as our key project may be problematic. Foundation has been informed that this project will take time to build and will not be ready to present as a case for support in our fundraising initiative at this point in time. The hospital has returned to discussions with the community partners to move this initiative forward. The hospital will continue to keep the foundation informed as the project moves forward. Therefore, a discussion was had around pivoting our case for support for the financial institutions. As discussed in the 04/09/2024 In Our Hands Core Cabinet meeting, Mr. J. Frank and the IOH Core Cabinet committee members advise the strategy for the Financial Institutions to be developed as a "general ask" vs. Transitional Youth/Youth Mental Health specifically, until the program is developed further. Mr. J. Frank will help organize a meeting with the RBC Foundation.

MRI Consideration- The HPHA is moving forward with the replacement of the MRI, and the SGH Foundation's support is requested to help fund this piece of equipment. The In Our Hands \$30 Million campaign goal will not have to increase. Since the MRI is a top priority for replacement, other "lower priority" items on the Capital Equipment list will be reviewed by the HPHA to ensure the foundation has an accurate account of top priorities. The committee discussed and the Strategic Planning Committee will bring this forward to the Board for discussion.

Community Giving Manager- Amanda Dobson has been recruited for the position of Community Giving Manager. She will start on Monday, May 13th, 2024.

Imagine Canada Accreditation- The project is ongoing; Amanda Dobson and Cheryl Hunt will review the application.

Professional Development Opportunities- Due to competing priorities, members of the SGHF team will not be attending the AHP Canada Convene in Vancouver this May, but will be attending another AHP Conference in Madison, Wisconsin this July 2024.

ONCA and Letters Patent & By-Laws- The HPHA amalgamation has been completed. Discussion was had about the SGHF Foundation's Letter Patent and By-laws. Mr. H. McDonald identified it is time to revise our Letters Patent to align with the formal amalgamation of the HPHA. A recommendation was made to engage a lawyer who is familiar with or specializes in Not for Profit Law and Letters Patent. The committee members suggested legal professionals: Carters Law, Orangeville (ONCA specialists), Paul Robinson, Kenny Robinson Law, Katie DeBlock Boersma of KDB Law, and the HPHA's referral (the Law firm used for their recent accreditation).

NOMINATING UPDATE

By-Laws: LAC Representative & Board Terms- The By-laws document was pre-circulated in the meeting package. Page 4 of the By-Laws was referenced to review board terms and designations.

Board Designation: LAC representative: Cheryl Hunt suggested the concept of engaging an HPHA-patient partner in place of the HPHA LAC appointee. A discussion was had. The option of omitting the LAC requirement was identified as well.

Board Terms: Discussion was had on the terms served. Currently, a trustee may serve up to 8 years (4 consecutive 2-year terms). Should we consider increasing this to 5 consecutive, 2-year terms = 10 years).

Board Composition Review – Current Composition and future composition of the Board of Trustees was reviewed, referencing the Board of Trustees "Skills Matrix" document. Trustees identified for retirement, term renewal and movement of positions. Mrs. C. Hunt will engage current members for renewal and positions. Recommendation made for the committee chair to contact trustees for recommendations of possible candidates for consideration for vacancies on the Board of Trustees.

AGM:

Reminder- The SGHF Annual General Meeting / Donor Impact Celebration will take place on Wednesday, June 12th, 2024 at the Stratford Golf and Country Club.

ADJOURNMENT:

It was **MOVED** by Mrs. B. Thibeault, **SECONDED** by Mr. H. McDonald and **RESOLVED** to adjourn.

CARRIED

The meeting was adjourned at 1:06 p.m.

Mrs. B. Thibeault, Board Chair

Ms. M. Clarkson, Recording Secretary

STRATFORD GENERAL HOSPITAL
Foundation 

“People Caring for People”

**MINUTES OF THE MEETING OF RESOURCE DEVELOPMENT/ PUBLIC
RELATIONS COMMITTEE
HELD WEDNESDAY, APRIL 24, 2024**

PRESENT:

Mrs. B. Thibeault	Mrs. C. Hunt, Executive Director
Mr. M. Rees	Ms. M. Clarkson, Foundation Assistant/ Recording Secretary
Mrs. J. Smelski, <i>Committee Chair</i>	
Mr. R. Gould	
Mr. P. Roulston	
Mr. J. Frank	
Mr. R. Orr	

REGRETS:

Mr. A. William
Dr. A. Smith
Mayor M. Ritsma

COMMITTEE

CHAIR WELCOME:

Mrs. J. Smelski welcomed the committee.

1. In Our Hands Campaign Update

(Discussion)

Mrs. C. Hunt shared a campaign update: As of April 8th – the campaign is currently at 92% of goal, \$27.4 Million. The In Our Hands Core Cabinet continues to work on Major Donor Giving in developing a “case for support” portfolio. Mrs. C. Hunt also highlighted some recent gifts:

- John Donaldson Pledge: \$70,000 + past gift in December of \$78,500 = \$ 148,500 towards dementia care on our MH and CCU. Also, his past business, Lori-Jo Holdings gifted \$3000 to be used towards celebrating John’s gift and promoting our IOH campaign.
- Martin and Kathryn Ritsma: \$10,000 naming on nutrition station within the cancer & medical care unit
- Anonymous donation of \$5,181.60 - general
- Stratford Makers Market: \$6,308.80 + community donations from their event (receipted) brought them to \$7,500 to purchase a kangaroo chair for the special care nursery.
- Estate of Marjorie Britton: \$10,000 – ISU
- Private Giving Foundation: \$6,587.39 – general
- Estate of George Lantz: \$100,000 – capital equipment

2. Resource Development

(Discussion)

• *Financial Institutions*

Mrs. C. Hunt gave a summary of conversations that occurred during In Our Hands Core Cabinet meetings and Strategic Planning regarding the pivoting of strategy for the financial institution asks, and shared updates regarding the Transitional Youth- Youth Mental Health committee project. Discussion had. Recommendation given to ensure the Foundation has a bank representative supporting the engagement process.

• *Municipalities*

Municipal Hard Hat Tours are on April 23rd and April 30th, 2024 at 5:30. Great conversations occurred with councillors during the recent tour. Following the tours, the IOH Campaign Co-Chairs and Mrs. C. Hunt will work on a strategy to attend municipal council meetings in September and October.

- *Proposal writing*

The Foundation will be submitting a proposal to the FCC AgriSpirit Fund – the focus is on construction upgrades (Cancer & Medical Care Unit). The funding announcement will occur in the Fall of 2024.

Mrs. C. Hunt continues to engage with “Foundation Search” to build the Foundation's access to Canadian Foundations for grant writing.

- *Split the Pot Lottery*

Through conversations with the “Split the Pot” organizers, the Foundation team recommends not to pursue the “Split the Pot” lottery at this time. Instead resurrecting our own 50/50 lottery in the Fall of 2024.

- *Physician Giving Campaign*

Strategies and discussions have taken place with Dr. A. Smith. The Foundation will attend the HPHA all-staff meeting in June 2024. Dr. A. Smith and Mrs. C. Hunt recommend the solicitation of individual gifts from physicians, then moving forward with a community “matching gift campaign” theme.

- *Stratford & District Agricultural Society*

The HPHA Community Mental Health Team will present to the Stratford District Agricultural Society on May 21st, coordinated by Mayor Martin Ritsma. Rodney Phillips, Manager of Outpatient Mental Health, HPHA will speak with a focus on Mental Health in the agricultural-rural sector. Foundation representatives will attend as support.

- *Stratford Festival Engagement*

“Print @ Home” e-ticket ads have been booked to start in May 2024. Planning is underway with Post Media- Beacon Herald to renew “Festival Edition” ad space for this 2024 theatre season.

3. Special Events

(Discussion)

- *New Cancer Care and Ambulatory Clinic & Co-located Pharmacy Unit*

- Municipal Hard Hat Tours- April 23rd and April 30th at 5:30 P.M.

- Ribbon Cutting / Grand Opening TBD

Planning is ongoing with HPHA management for the Major Donor Ribbon Cutting event.

- Community Open House to follow the ribbon cutting.

- *The Stratford Home and Leisure Show, April 13th-14th, 2024*

Mrs. C. Hunt reviewed the highlights and takeaways of the Foundation’s time at the 2024 Home Show. A “Geo-tagged” map generated by our new database, NXT, was shared with the committee highlighting our community outreach during this event.

- Mrs. C. Hunt and Ms. M. Clarkson gave an overview of upcoming community events:

- Perth County Flying Club- COPA Flight 69,

- FLY-IN // DRIVE-IN BREAKFAST - *Sunday, June 2nd, 2024*

- VSGH Christmas in July Raffle- *Tickets on sale now, drawn throughout July*

- AGM / Donor Impact Celebration- *June 12th, 2024 at SCC*

- RE/MAX a-b Realty Ltd. Charity Golf- *June 19th, 2024 at SCC*

4. Public Relations

(Discussion)

- *Communication Metrics Report*

The pre-circulated “Communications Metric Report” was highlighted on the projector screen. Ms. M. Clarkson clarified items in the social media engagement report across Facebook, Instagram, Twitter and LinkedIn platforms.

- *Advertising*

Mrs. C. Hunt and Ms. M. Clarkson shared the final design for the upcoming Stratford city bus ad, on contract from June 1st to July 31st, 2024.

- *Radio Advertisements- CJCS*

Mrs. C. Hunt shared that CJCS-Vista Radio agreed to help support the SGH Foundation’s upcoming community events by mentioning them on-air, and “sharing” posts on social media.

- *Donor Recognition Refresh*

The approved designs for the Donor Recognition (Chemotherapy and Pharmacy unit naming’s), plus the June Blanch Lobby- *In Our Hands* donor wall refresh were shared. Mrs. C. Hunt explained the display features of the June Blanch Lobby- *In Our Hands* donor wall “insert panels” and digital screens.

5. Annual General Meeting/ Donor Impact Celebration

(Discussion)

Mrs. C. Hunt reminded the committee about the event timeline outlining the meeting order: Board of Trustees Meeting, Organizational Committee held in the Curling Lounge, AGM, and Donor Impact Celebration held in the event hall, will take place on Wednesday, June 12th, 2024 at the Stratford Country Club. We will also celebrate our community’s gifts, the VSGH’s pledge fulfilment, and Hugh McDonald’s retirement from the SGHF Board of Trustees.

Mrs. C. Hunt explained the programming of the “Donor Impact Celebration” which will feature “talks” led by healthcare managers and front-line techs, overviewing donor-funded equipment purchases from 2019 – to present.

MOTION TO ADJOURN:


It was **MOVED** by Mr. R. Gould, **SECONDED** by Mr. J. Frank and **RESOLVED** to adjourn the meeting.

CARRIED

ADJOURNMENT: The Resource Development meeting was adjourned at 12:58 p.m.

Mrs. J. Smelski, Committee Chair

Ms. M. Clarkson Recording Secretary

STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE
HELD ON MONDAY, JUNE 03, 2024 AT 1:30 P.M. IN THE SGHF BOARD ROOM.**

PRESENT:

Mrs. B. Thibeault, Board Chair	Mrs. C. Hunt, Executive Director
Mr. P. Buxton, Treasurer	Mrs. M. Steinbach, Data/Finance Manager
Mr. R. Orr	Ms. M. Clarkson, Recording Secretary
Mr. J. Frank	Ms. A. Dobson, Community Giving Manager
Mr. B. Ypma (Famme & Co.)	
Mr. F. Steigmeier	
Mrs. A. Conrad	
Mr. H. McDonald	
Mr. P. Roulston	

REGRETS:

**AUDIT
REPORT**

PRESENTATION: 1.1 Audit Report

Mr. P. Buxton welcomed Mr. Brad Ypma of Famme & Co. for the presentation of the pre-circulated Draft Audited Financial Statements for the year ending March 31, 2024.

Mr. B. Ypma reviewed the Draft Audited Financial Statements as well as the notes that accompany them. Some notes were highlighted for discussion. Mr. B. Ypma noted:

- It was a "Clean Audit", and reminded the committee members of the processes in which it is the responsibility of the Foundation to prepare Financial statements, along with an overview of terms.
- 3rd paragraph, details to explain Canadian Audit Standards.
- 3rd page, an explanation of auditor's responsibilities, assurance, and the audited report is completed on a basis of Famme & Co.'s opinion, and internal controls/ risk assessment protocols.
- Investments: Endowment principal almost back to full value. There has been an increase in stock donations, and there will be a few GICs maturing in the next 3 years.

- Liabilities: Accounts payable – Other, Stratford General Hospital Foundation has an unpaid pledge to St Marys Healthcare Foundation for \$50,000.
- Mr. B. Ypma explained the operational recording processes for pledges receivable (not noted on statements) versus pledges given (noted accrue).
- Operations: Expenditure will be up due to an additional staff member joining the team in May 2024. On page 6, there was a \$2 Million disbursement to the hospital for the year 2023-2024. There is currently \$3.7 Million in donated expenses.
- Campaign: Costs are down due to a decrease in donor recognition costs, and the re-allocation of direct mail fees.
- Notes: Number 5, Restricted and un-restricted funds. Number 6, Endowment funds have \$54,000 in income. Pledges- Clarity regarding the St Marys Healthcare Foundation pledge, and a schedule for restricted, endowment, and unrestricted funds.

At this time Foundation staff removed themselves from the room to allow the Audit Committee to discuss the conduct of the audit with Famme & Co. representatives. Mrs. Hunt, Mrs. Steinbach, Ms. Dobson and Ms. Clarkson returned to the meeting following the conclusion of the discussion with Mr. Ypma.

The Committee members thanked the Auditors, Mrs. C. Hunt and Mrs. M. Steinbach, for their hard work in 2023-2024 and their assistance in completing the 2024 Audit report.

It was **MOVED** by Mr. P. Roulston **SECONDED** by Mrs. A. Conrad, and **RESOLVED** to recommend acceptance of the pre-circulated Audited Statements for the period ending March 31, 2024 to the Board of Trustees.

CARRIED

ADJOURNMENT:


It was **MOVED** by Mr. P. Buxton, **SECONDED** by Mr. P. Roulston and **RESOLVED** to adjourn the meeting.

CARRIED

The meeting was adjourned at 1:50 p.m.

Mr. P. Buxton, Chair

Ms. M. Clarkson, Recording Secretary

STRATFORD GENERAL HOSPITAL
Foundation 
“People Caring for People”

**MINUTES OF THE MEETING OF THE FINANCE/ INVESTMENT COMMITTEE
HELD ON MONDAY, JUNE 03, 2024 AT 1:55 P.M. IN THE SGHF BOARD ROOM.**

PRESENT: Mrs. B. Thibeault, Board Chair Mrs. C. Hunt, Executive Director
Mr. P. Buxton, Treasurer Mrs. M. Steinbach, Data/Finance Manager
Mr. R. Orr Ms. M. Clarkson, Recording Secretary
Mr. J. Frank Ms. A. Dobson, Community Giving Manager
Mr. F. Steigmeier
Mrs. A. Conrad
Mr. H. McDonald
Mr. P. Roulston

REGRETS:

**BUSINESS
ARISING:**

1.1 Financial Statements ending in March 31, 2024

Mr. P. Buxton referred to the *Financial Statements ending in March 31, 2024*. There were no other comments or concerns.

It was **MOVED** by Mr. R. Orr, **SECONDED** by Mr. F. Steigmeier, and **RESOLVED** to approve the Financial Statements ending in March 31,2024.

CARRIED

1.2 Investment Statements ending in March 31, 2024

Mr. P. Buxton referred to the *Investment Statements ending in March 31, 2024*. There were no other comments or concerns.

It was **MOVED** by Mrs. A. Conrad, **SECONDED** by Mrs. B. Thibeault, and **RESOLVED** to approve the Investment Statements ending in March 31,2024.

CARRIED

1.3 Statutory Remittances

For information purposes, a notice of filing Statutory Remittances was pre-circulated in the meeting package. Mrs. C. Hunt confirmed that all legal processes have been followed for the Statutory Remittances.

1.4 HPHA Finance Request

Mrs. C. Hunt gave an overview on a recent conversation Mrs. C. Hunt and Mrs. Steinbach had with Iris Michaels, VP, Performance, Finance and Digital Innovation for the HPHA, regarding their financial concerns while awaiting payment from Bill 124. Mrs. C. Hunt noted the recent \$4.9 Million disbursement made by the Stratford General Hospital Foundation to the hospital. HPHA Finance asks if the SGHF Board of Trustees would consider an early disbursement to the Cancer Care and Medical Care Clinic and co-located Pharmacy project before its completion. Mrs. I. Micheals noted that there is currently a freeze on all new Capital Equipment purchases unless the donor can 100% fund that piece of equipment up-front, or until the HPHA receives payment regarding Bill 124. Discussion ensued, and Mrs. C. Hunt noted:

- The Stratford General Hospital Foundation has earmarked \$5 Million within the In Our Hands Capital Campaign towards the Cancer Care and Medical Care Clinic, and co-located Pharmacy project.
- The HPHA Finance department has identified the Cancer Care and Medical Care Clinic and co-located Pharmacy project to cost approximately \$13 Million plus equipment, with a more realistic total cost of \$15 Million.

Mrs. M. Steinbach noted that there is currently \$758,000 in donor directed funds for the Cancer Care and Medical Care Clinic and co-located Pharmacy project.

Mrs. M. Steinbach also explained that there are 3 pieces of equipment (Fluoroscopy, 5x Digital Ultrasound Machines, and the Medical Imaging X-ray Suite) totaling \$1.5 Million that the Stratford General Hospital Foundation is currently making payments on. The Stratford General Hospital Foundation has the capacity to pay-off the remaining \$1.5 Million owing for these pieces of equipment to take away the HPHA's financial strain in other areas.

Mrs. A. Conrad weighed the pros and cons of the Stratford General Hospital Foundation's practices of disbursing funds early versus holding onto funds until a project's completion to help the HPHA avoid paying interest on their equipment purchase loans.

ACTION: The committee concluded that a meeting should be called after the Stratford General Hospital Foundation has had a review of operating funds, financial statements, and has done the budgeting work to ensure due diligence of 3 years of operating expenses will be covered.

ADJOURNMENT:

It was **MOVED** by Mr. H. McDonald, **SECONDED** by Mr. P. Roulston, and **RESOLVED** to adjourn the meeting.

CARRIED

The meeting was adjourned at 2:16 p.m.

Mr. P. Buxton, Chair

Ms. M. Clarkson, Recording Secretary



Wealth Management
Dominion Securities

RBC Dominion Securities Inc.
CANADIAN DOLLAR
A + STATEMENT

MAR. 28
2024

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STRATFORD GENERAL HOSPITAL
FOUNDATION
46 GENERAL HOSPITAL DRIVE
STRATFORD ON N5A 2Y6

Your Account Number: 370-73490-1-9

Date of Last Statement: FEB. 29, 2024

ADVISORY TEAM

Investment Manager:
RBC DOMINION SECURITIES
A+ CUSTOM MODEL

Investment Advisor(s):
BRYN/SCRIM/GRAHA+/A B
519-271-4075

Branch Address:
187 Ontario Street
Stratford, Ontario
N5A 3H3

ASSET SUMMARY

	MARKET VALUE AT MAR. 28	PERCENTAGE OF MARKET VALUE
Cash	\$28,735.44	2.89 %
Fixed Income	\$613,657.70	61.81 %
Preferred Shares	\$0.00	0.00 %
Common Shares	\$329,490.57	33.19 %
Mutual Funds **	\$20,268.00	2.04 %
Foreign Securities	\$719.10	0.07 %
Managed Assets	\$0.00	0.00 %
Other	\$0.00	0.00 %
Total Value	\$992,870.81	100.00 %

INCOME SUMMARY

	THIS MONTH	YEAR-TO-DATE
Dividends	\$776.14	\$1,806.78
Interest	\$3,334.28	\$3,557.94
Other	\$36.88	\$90.29
Total Income	\$4,147.30	\$5,455.01

CASH BALANCE

ACCOUNT TYPE	OPENING BALANCE AT FEB. 29	CLOSING BALANCE AT MAR. 28
Cash	\$21,605.46	\$28,735.44

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Wealth Management
Dominion Securities

RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

MAR. 28
2024

Page 1 of 5

Your Account Number: 588-24660-1-3

Date of Last Statement: FEB. 29, 2024

STRATFORD GENERAL HOSPITAL
FOUNDATION
46 GENERAL HOSPITAL DRIVE
STRATFORD ON N5A 2Y6

ADVISORY TEAM

Investment Advisor(s):
BRYN/SCRIM/GRAHBSP
519-271-4075

Branch Address:
187 Ontario Street
Stratford, Ontario
N5A 3H3

ASSET SUMMARY

	MARKET VALUE AT MAR. 28	PERCENTAGE OF MARKET VALUE
Cash	\$36.09	0.00 %
Fixed Income	\$2,078,333.85	89.37 %
Preferred Shares	\$0.00	0.00 %
Common Shares	\$0.00	0.00 %
Mutual Funds **	\$247,297.89	10.63 %
Foreign Securities	\$0.00	0.00 %
Managed Assets	\$0.00	0.00 %
Other	\$0.00	0.00 %
Total Value	\$2,325,667.83	100.00 %

INCOME SUMMARY

	THIS MONTH	YEAR-TO-DATE
Dividends	\$0.00	\$0.00
Interest	\$888.04	\$32,448.29
Other	\$0.00	\$0.00
Total Income	\$888.04	\$32,448.29

CASH BALANCE

ACCOUNT TYPE	OPENING BALANCE AT FEB. 29	CLOSING BALANCE AT MAR. 28
Cash	\$98.05	\$36.09

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0006604 -DSC43



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Organization of Canada



Stratford General Hospital Foundation
Balance Sheet
March 31, 2024

	February 2024	Actual
ASSETS		
CURRENT ASSETS:		
01-1000 Bank-Bank of Montreal	4,007,346.94	3,271,579.28
01-1005 Bank-Lottery Account	48,371.42	48,371.42
01-1015 Bank-Raffle Account	5,497.24	5,497.24
01-1020 Petty Cash	200.00	200.00
01-1025 Petty Cash DR - Bank of Montreal	946.72	981.69
01-1100 Investments	2,316,239.45	2,325,667.84
01-1105 Investments (Endowment)	1,095,950.47	1,090,552.00
01-1200 Prepaid Expenses	35,119.24	53,796.43
01-1310 HST Paid on Purchases	9,561.66	12,031.70
TOTAL CURRENT ASSETS:	7,519,233.14	6,808,677.60
PROPERTY, PLANT & EQUIPMENT		
01-1400 Equipment-Purchased	47,364.42	47,364.42
01-1499 Accum Depreciation	(33,899.55)	(34,384.84)
TOTAL PROPERTY, PLANT & EQUIPMENT	13,464.87	12,979.58
TOTAL ASSETS	7,532,698.01	6,821,657.18
LIABILITY & EQUITY		
LIABILITIES		
CURRENT LIABILITIES		
01-2000 Accounts Payable	32,982.57	84,731.20
TOTAL CURRENT LIABILITIES	32,982.57	84,731.20
TOTAL LIABILITIES	32,982.57	84,731.20
EQUITY EARNINGS		
Building Redevelopment	98,085.92	78,085.92
In Our Hands	4,887,738.24	4,285,683.31
General Restricted	378,095.96	292,913.67
General Unrestricted	1,039,844.85	984,036.08
McNair Endowment Fund	1,095,950.47	1,090,552.00
Special Events Holding	0.00	5,655.00
TOTAL EQUITY EARNINGS	7,499,715.44	6,736,925.98
TOTAL LIABILITY & EQUITY	7,532,698.01	6,821,657.18

Stratford General Hospital Foundation
Statement of Continuity of Equity Earnings

March 31, 2024

	Beginning Balance April 1, 2023	Revenue	Net Interfund Transfers	Total to be Accounted For	Expenditures/ Disbursements	Ending Balance 3/31/2024
Building Redevelopment In Our Hands	\$98,085.92	\$0.00	\$0.00	\$98,085.92	\$20,000.00	\$78,085.92
General Restricted	\$6,464,826.06	\$3,596,721.90	\$114,636.69	\$10,176,184.65	\$5,890,501.34	\$4,285,683.31
General Unrestricted	\$268,171.36	\$140,950.41	(\$84,444.02)	\$324,677.75	\$31,764.08	\$292,913.67
Gifts In Kind	\$993,162.00	\$562,071.43	\$0.00	\$1,555,233.43	\$571,197.35	\$984,036.08
McNair Endowment Fund	\$0.00	\$14,577.79	\$0.00	\$14,577.79	\$14,577.79	\$0.00
Special Events Holding	\$1,048,413.62	\$54,712.46	\$0.00	\$1,103,126.08	\$12,574.08	\$1,090,552.00
	\$2,679.00	\$27,513.67	(\$30,192.67)	\$0.00	(\$5,655.00)	\$5,655.00
Total	\$8,875,337.96	\$4,396,547.66	\$0.00	\$13,271,885.62	\$6,534,959.64	\$6,736,925.98

Stratford General Hospital Foundation

Statement Of Operations

March 31, 2024

	Current Month Actual 3/31/2024	YTD Actual 3/31/2024	YTD Budget 3/31/2024	YTD Variance Actual/Budget	2023/2024 Budget
REVENUES:					
Donations					
Donations - Building Redevelopment Fund	0.00	0.00	0.00	0.00	0.00
Donations - In Our Hands	21,381.38	3,596,721.90	0.00	0.00	0.00
Donations - General Restricted	2,420.00	140,950.41	0.00	0.00	0.00
Donations - General Unrestricted	9,704.33	207,717.15	0.00	0.00	0.00
Donations - Gift-in-Kind	4,560.20	14,577.79	0.00	0.00	0.00
Total Donations	38,065.91	3,959,967.25	0.00	0.00	0.00
Interest					
Investment Income	20,766.91	349,376.14	0.00	0.00	0.00
Investment Income - McNair Endowment	3,443.62	16,586.76	0.00	0.00	0.00
Total Interest	24,210.53	365,962.90	0.00	0.00	0.00
Net Gain/Loss on Investments					
Gain(Loss) on Unrestricted Investments	0.00	211.46	0.00	0.00	0.00
Gain(Loss) on Endowment Investments	(8,842.09)	38,125.70	0.00	0.00	0.00
Total Net Gain/Loss on Investments	(8,842.09)	38,337.16	0.00	0.00	0.00
Other Revenue					
Gain(Loss) on Disposal of Assets	0.00	0.00	0.00	0.00	0.00
Other Revenue	0.00	4,766.68	0.00	0.00	0.00
Special Events Revenue	0.00	27,513.67	0.00	0.00	0.00
Total Other Revenue	0.00	32,280.35	0.00	0.00	0.00
Total Foundation Revenue	53,434.35	4,396,547.66	0.00	0.00	0.00
EXPENSES:					
Operating					
Regular Salaries	21,163.62	354,477.02	379,199.00	(24,721.98)	379,199.00
Regular Benefits	7,217.62	85,325.76	87,919.00	(2,593.24)	87,919.00
Office Supplies	229.03	2,926.52	2,500.00	426.52	2,500.00
Postage	324.46	5,501.83	5,200.00	301.83	5,200.00
Advertising	9.00	54.00	1,000.00	(946.00)	1,000.00
Telephone	430.75	4,048.50	4,200.00	(151.50)	4,200.00
Subscriptions & Memberships	198.88	5,497.96	3,000.00	2,497.96	3,000.00
Bank Service/Broker Charges	451.19	12,572.57	7,800.00	4,772.57	7,800.00
Audit & Accounting	0.00	10,414.79	10,800.00	(385.21)	10,800.00
Direct Mail	2,273.74	62,115.72	65,000.00	(2,884.28)	65,000.00
Monitor Newsletter	0.00	29,058.80	32,400.00	(3,341.20)	32,400.00
Travel & Conference	2.38	8,688.35	8,500.00	188.35	8,500.00
Computer Maintenance/Training	1,708.38	22,642.75	18,000.00	4,642.75	18,000.00
Donor Recognition/PR/Staff/Memorial	571.80	3,687.69	4,000.00	(312.31)	4,000.00
Catering	680.50	3,060.24	1,500.00	1,560.24	1,500.00
Depreciation	485.29	3,171.60	2,750.00	421.60	2,750.00
Annual Meeting Expense	0.00	0.00	10,000.00	(10,000.00)	10,000.00
Computer Equipment	343.96	989.96	1,000.00	(10.04)	1,000.00
Furnishings	0.00	0.00	500.00	(500.00)	500.00
Miscellaneous	28.97	534.34	500.00	34.34	500.00
Professional Fees - Board Development	0.00	0.00	3,000.00	(3,000.00)	3,000.00
Service Contracts/Accreditation	0.00	0.00	1,200.00	(1,200.00)	1,200.00
Internet Service Charges/Website	160.44	3,119.09	2,000.00	1,119.09	2,000.00
Endowment Investment Management Fees	0.00	12,574.08	13,500.00	(925.92)	13,500.00
In Our Hands	10,131.70	118,579.29	435,500.00	(316,920.71)	435,500.00
Special Events Holding	(5,655.00)	(5,655.00)	0.00	(5,655.00)	0.00
Total Operating	40,756.71	743,385.86	1,100,968.00	(357,582.14)	1,100,968.00
Disbursements					
Building Redevelopment	20,000.00	20,000.00	0.00	0.00	0.00
In Our Hands	698,304.61	5,675,231.91	0.00	0.00	0.00
General Restricted	3,202.49	31,764.08	0.00	0.00	0.00
General Unrestricted	50,000.00	50,000.00	0.00	0.00	0.00
Gift-In-Kind	3,960.00	14,577.79	0.00	0.00	0.00
People of Stratford Bursary	0.00	0.00	0.00	0.00	0.00
Total Disbursements	775,467.10	5,791,573.78	0.00	0.00	0.00
Gross Expense	816,223.81	6,534,959.64	1,100,968.00	0.00	0.00
Excess of Revenue over Expenses	(762,789.46)	(2,138,411.98)	1,100,968.00	0.00	0.00

Stratford General Hospital Foundation

Project Activity Report - GENERAL RESTRICTED

Year-to-Date As of March 31, 2024

Project ID	Project Description	Beginning Balance	Adjustments	Net Change	Ending Balance
0006	General Restricted/Special Purpose	\$0.00	\$0.00	\$215.00	\$215.00
0007	Giggle & Getwell Service	\$1,172.00	\$0.00	-\$575.70	\$596.30
0008	Palliative Care	\$15,357.00	\$0.00	-\$346.24	\$15,010.76
0016	Diabetes	\$14,931.73	\$0.00	\$2,692.63	\$17,624.36
0119	Elderly Patient Support	\$3,341.02	\$0.00	\$0.00	\$3,341.02
0202	Volunteers - General	\$20,255.97	\$0.00	-\$2,924.31	\$17,331.66
0203	Volunteers - HELLP Lottery	\$1,198.90	\$0.00	\$0.00	\$1,198.90
0205	Volunteers - Raffle	\$0.00	\$0.00	\$5,884.85	\$5,884.85
0206	Community Stroke Rehab Team	\$6,109.72	\$0.00	\$0.00	\$6,109.72
0234	Huron Perth Addiction & Mental Health All	\$17,745.38	\$0.00	\$11,110.00	\$28,855.38
0235	Mental Health - Eating Disorder Program	\$380.00	\$0.00	\$405.00	\$785.00
0240	Historical Fund	\$266.56	\$0.00	\$0.00	\$266.56
0245	Postpartum Mood Disorders	\$1,995.15	\$0.00	\$0.00	\$1,995.15
0246	Nursing Recognition Award for Exceptional C	\$0.00	\$0.00	\$1,000.00	\$1,000.00
0247	PAIL (Pregnancy and Infant Loss)	\$136.00	\$0.00	\$0.00	\$136.00
0261	Spiritual Care Fund	\$200.00	\$0.00	\$0.00	\$200.00
0262	St. Marys - Healthcare Heroes	\$50.00	\$0.00	\$160.00	\$210.00
152	Mental Health - Special Purposes	\$10,860.14	\$0.00	-\$2,464.29	\$8,395.85
ACTT	ACTT	\$1,862.22	\$0.00	\$0.00	\$1,862.22
Chemo-Gen	Chemo Unit - General	\$7,567.99	\$0.00	-\$2,418.66	\$5,149.33
EF-Diabete	Education Fund - Diabetes	\$33,775.84	\$0.00	\$2,910.00	\$36,685.84
EF-E1500	Education Fund - E1-500	\$3,200.00	\$0.00	\$650.00	\$3,850.00
EF-Educato	Education Fund - Educators	\$375.00	\$0.00	\$0.00	\$375.00
EF-HHT	Education Fund - HHT	\$2,500.00	\$0.00	\$0.00	\$2,500.00
EF-Lab	Education Fund - Lab	\$600.00	\$0.00	\$0.00	\$600.00
EF-Lead	Education Fund - Leadership Program	\$359.02	\$0.00	\$0.00	\$359.02
EF-MatChil	Education Fund - Mat/Child Education & Sp	\$25,149.11	\$0.00	\$10,999.74	\$36,148.85
EF-Med Im	Education Fund - Ultrasound/Diagnostic Ima	\$5,701.15	\$0.00	\$0.00	\$5,701.15
EF-NEWS	Education Fund - NEWS	-\$0.42	\$0.00	\$0.00	-\$0.42
EF-Nut	Education Fund - Clinical Nutrition	\$7,183.12	\$0.00	\$1,700.00	\$8,883.12
EF-OR	Education Fund - OR	\$8,989.81	\$0.00	\$0.00	\$8,989.81
EF-OT	Education Fund - Occupational Therapy	\$2,395.21	\$0.00	\$1,207.60	\$3,602.81
EF-Paeds C	Education Fund - Paeds - CME Day	\$2,749.29	\$0.00	\$3,108.54	\$5,857.83
EF-Pharm	Education Fund - Pharmacy Education & Sp	\$12,457.22	\$0.00	-\$5,598.87	\$6,858.35
EF-Psych	Education Fund - A Day In Psychiatry Fund	-\$2.10	\$0.00	\$0.00	-\$2.10
EF-Speech	Education Fund - Speech Language Patholog	\$1,100.00	\$0.00	\$0.00	\$1,100.00
EF-Stroke	Education Fund - District Stroke Centre	\$21,269.46	\$0.00	-\$3,198.03	\$18,071.43
GAP Fund	GAP Fund/Special Services Unit	\$863.59	\$0.00	\$0.00	\$863.59
Mindruta H	Mindruta Hetcou Memorial Fund	\$1,400.00	\$0.00	\$0.00	\$1,400.00
Novartis	Novartis	\$25,861.25	\$0.00	-\$405.80	\$25,455.45
Nursing Ed	Nursing Education	-\$165.39	\$0.00	\$400.00	\$234.61
OT Camp	OT Camp	\$100.00	\$0.00	\$0.00	\$100.00
StrokePrevn	Stroke Prevention Clinic	\$9,111.27	\$0.00	\$0.00	\$9,111.27
VolIntrSrvcs	Volunteer Services Co-Ordinator Fund	-\$230.85	\$0.00	\$230.85	\$0.00
Totals:		\$268,171.36	\$0.00	\$24,742.31	\$292,913.67

STRATFORD GENERAL HOSPITAL FOUNDATION

FINANCIAL STATEMENTS

MARCH 31, 2024

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Stratford General Hospital Foundation
Stratford, Ontario

Opinion

We have audited the financial statements of **Stratford General Hospital Foundation**, which comprise the statement of financial position as at **March 31, 2024**, the statements of operations, changes in fund balances, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of **Stratford General Hospital Foundation** as at **March 31, 2024** and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of **Stratford General Hospital Foundation** in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

INDEPENDENT AUDITORS' REPORT - continued

In preparing the financial statements, management is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

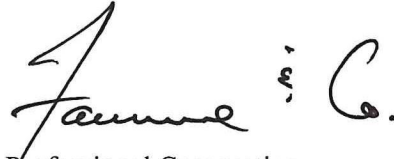
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- (a) Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- (b) Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- (c) Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- (d) Conclude on the appropriateness of the entity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- (e) Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

INDEPENDENT AUDITORS' REPORT - continued

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence and, where applicable, related safeguards.

A handwritten signature in black ink, appearing to read "Faunce & Co.", written in a cursive style.

Professional Corporation
Chartered Professional Accountants
*Authorized to practise public accounting by
the Chartered Professional Accountants of Ontario*

London, Ontario
June 3, 2024

Stratford General Hospital Foundation
Statement of Financial Position
As at March 31, 2024

ASSETS

	2024	2023
Current Assets		
Cash	\$ 3,326,630	\$ 5,831,403
Prepaid expenses	53,796	23,933
HST receivable	12,032	20,839
Current portion of investments	<u>1,341,817</u>	<u>1,102,031</u>
	\$ 4,734,275	\$ 6,978,206
Investments - at market value		
Investments - endowment fund (Note 6)	1,090,552	1,048,414
Investments - other (Note 5)	<u>2,325,668</u>	<u>1,985,502</u>
	3,416,220	3,033,916
Less: Current portion	<u>1,341,817</u>	<u>1,102,031</u>
	2,074,403	1,931,885
Property, Plant, and Equipment (Note 7)	<u>12,979</u>	<u>16,151</u>
	\$ 6,821,657	\$ 8,926,242

LIABILITIES

Current Liabilities		
Accounts payable - Huron Perth Healthcare Alliance	38,094	48,294
Accounts payable - other (Note 8)	<u>46,638</u>	<u>2,609</u>
	84,732	50,903

FUND BALANCES

Net Assets		
Endowment	1,090,552	1,048,413
Other Restricted	4,662,340	6,833,764
Unrestricted	<u>984,033</u>	<u>993,162</u>
	6,736,925	8,875,339
	\$ 6,821,657	\$ 8,926,242

Approved on Behalf of the Board:

Director

Director

(See Accompanying Notes to the Financial Statements)

Stratford General Hospital Foundation
Statement of Changes in Fund Balances
For the year ended March 31, 2024

	Endowment Funds	Other Restricted Funds	Unrestricted Funds	Total 2024	Total 2023
Balance - beginning of year	\$ 1,048,413	\$ 6,833,764	\$ 993,162	\$ 8,875,339	\$ 8,904,339
Excess of revenue over expenditures (expenditures over revenue) for the year	<u>42,139</u>	<u>(2,171,424)</u>	<u>(9,129)</u>	<u>(2,138,414)</u>	<u>(29,000)</u>
Balance - end of year	<u>\$ 1,090,552</u>	<u>\$ 4,662,340</u>	<u>\$ 984,033</u>	<u>\$ 6,736,925</u>	<u>\$ 8,875,339</u>

(See Accompanying Notes to the Financial Statements)

Stratford General Hospital Foundation

Statement of Operations

For the year ended March 31, 2024

	Endowment Funds	Other Restricted Funds	Unrestricted Funds	Total 2024	Total 2023
Revenue					
Donations	\$ -	\$ 3,785,419	\$ 207,717	\$ 3,993,136	\$ 1,665,016
Investment income (Note 6)	54,712	-	349,585	404,297	211,163
Other	-	-	4,767	4,767	-
	<u>54,712</u>	<u>3,785,419</u>	<u>562,069</u>	<u>4,402,200</u>	<u>1,876,179</u>
Expenditures					
Wages and benefits	-	149,897	343,113	493,010	511,024
Professional fees	12,573	-	10,414	22,987	22,734
Annual fundraising costs	-	-	96,213	96,213	61,512
Capital campaign costs	-	65,372	-	65,372	143,854
Other administrative expenses	-	-	68,287	68,287	54,979
Amortization	-	-	3,171	3,171	3,854
	<u>12,573</u>	<u>215,269</u>	<u>521,198</u>	<u>749,040</u>	<u>797,957</u>
Disbursements on behalf of Stratford General Hospital	-	5,741,574	-	5,741,574	1,107,222
Donation to another foundation	-	-	50,000	50,000	-
	<u>-</u>	<u>5,741,574</u>	<u>50,000</u>	<u>5,791,574</u>	<u>1,107,222</u>
	<u>12,573</u>	<u>5,956,843</u>	<u>571,198</u>	<u>6,540,614</u>	<u>1,905,179</u>
Excess of revenue over expenditures (expenditures over revenue) for the year	\$ <u>42,139</u>	\$ <u>(2,171,424)</u>	\$ <u>(9,129)</u>	\$ <u>(2,138,414)</u>	\$ <u>(29,000)</u>

(See Accompanying Notes to the Financial Statements)

Stratford General Hospital Foundation
Statement of Cash Flows
For the year ended March 31, 2024

	2024	2023
Cash Provided By (Used In):		
Operating Activities		
Excess of revenue over expenditures (expenditures over revenue) for the year	\$ (2,138,414)	\$ (29,000)
Items not requiring cash		
Amortization	3,171	3,854
Unrealized losses (gains) on investments	(19,964)	30,956
Net changes in non-cash current operating accounts		
Decrease (increase) in prepaid expenses	(29,863)	16,981
Decrease (increase) in HST receivable	8,807	(10,294)
Increase (decrease) in accounts payable		
- Huron Perth Healthcare Alliance	(10,200)	10,895
- Other	<u>44,029</u>	<u>(4,843)</u>
	\$ (2,142,434)	<u>18,549</u>
Investing Activities		
Purchase of property, plant, and equipment	-	(12,605)
Deposits and reinvestments into investment account	(340,165)	(191,790)
Deposits and reinvestments into investment account (endowment)	<u>(22,174)</u>	<u>(17,000)</u>
	<u>(362,339)</u>	<u>(221,395)</u>
Decrease in cash and cash equivalents	(2,504,773)	(202,846)
Cash and cash equivalents - beginning of year	<u>5,831,403</u>	<u>6,034,249</u>
Cash and cash equivalents - end of year	<u>\$ 3,326,630</u>	<u>\$ 5,831,403</u>
Cash and cash equivalents consist of cash on hand and balances with banks. Cash and cash equivalents comprise the following balance sheet amounts:		
Cash	<u>\$ 3,326,630</u>	<u>\$ 5,831,403</u>

(See Accompanying Notes to the Financial Statements)

Stratford General Hospital Foundation
Notes to the Financial Statements
For the year ended March 31, 2024

1. Purpose of the Organization

The mission of the Stratford General Hospital Foundation (the Foundation) is to encourage, receive and administer donations for the benefit of the Stratford General Hospital campus of the Huron Perth Healthcare Alliance.

The Foundation was incorporated without share capital in 1983 under the laws of the Province of Ontario and is a registered charity exempt from income taxes under paragraph 149(1)(f) of the Income Tax Act. As a registered charity, the Foundation may issue income tax receipts to its donors.

2. Accounting Policies

These financial statements have been prepared in accordance with the Canadian accounting standards for not-for-profit organizations summarized below:

(a) Financial Instruments

A financial asset is any asset that is cash; a contractual right to receive cash from another party; or an equity instrument of another entity. A financial liability is any liability that is a contractual obligation to deliver cash to another party.

Financial assets and liabilities are initially measured at fair value, except for certain non-arm's length transactions. Subsequently, financial assets, and financial liabilities are measured at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in excess of revenue over expenditures.

(b) Cash and Cash Equivalents

For purposes of reporting cash flows, cash and cash equivalents include short-term investments which have a maturity of one year or less, and cashable guaranteed investment certificates.

(c) Amortization

Property, plant, and equipment are stated at cost less accumulated amortization. Amortization is calculated on the straight-line basis over the useful lives of the related assets, generally as follows:

Furniture and equipment	10 to 20 years
Computer equipment	5 years

(d) Revenue Recognition

The Foundation follows the restricted fund method of accounting for contributions. Restricted and unrestricted contributions are recognized as revenue in the applicable fund when they are received or receivable, provided the amounts are measurable. The Foundation does not recognize pledges or other anticipated donations as revenue until collection is reasonably assured. Estate gifts and bequests are recorded upon receipt of the donated assets. Interest and other investment income is recorded on an accrual basis.

(e) Use of Estimates

Preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that could affect amounts reported as assets, liabilities, revenue, and expenditures. Due to measurement uncertainty, results could differ from those estimates.

(f) Contributed Services

The work of the Foundation is dependent on the time and expertise donated by many volunteers. The value of donated services is not recognized in the financial statements.

Stratford General Hospital Foundation
Notes to the Financial Statements
For the year ended March 31, 2024

3. Fund Accounting

The Foundation classifies its resources into funds for financial reporting purposes using the restricted fund method. The funds are maintained in accordance with the objectives specified by donors or the directives of the Foundation as established by its Board of Directors. Subject to the requirements of any externally-imposed restrictions, the Board may conduct interfund transfers to ensure the appropriate allocation of net assets for the Foundation's ongoing activities.

The Foundation maintains the following three funds for financial reporting purposes:

- (a) **Endowment:** Endowment funds are required to be invested and held in perpetuity. Investment income earned on endowed funds is available to be used for general purposes.
- (b) **Other Restricted:** Other restricted funds are required to be used for a specific purpose or project. Restrictions may be imposed externally (by donors) or internally (by the Board). Investment income earned on other restricted funds is available to be used for general purposes.
- (c) **Unrestricted:** Unrestricted funds may be used for any purpose, including the Foundation's general operating activities.

4. Financial Instruments - Risk

It is management's opinion that the Foundation is not exposed to significant interest rate, currency or credit risks arising from its financial instruments. To address market risk, the Foundation follows an investment policy which limits the amount of exposure in any one type of investment and with any one entity.

5. Investments - Restricted and Unrestricted Funds

Some of the assets of the restricted and unrestricted funds have been invested with a registered securities broker in accordance with the organization's investment policy. The investments balance consists of the following:

	2024	2023
Cash	\$ 36	\$ 364
Fixed income (Cost - \$ 2,027,300/2023 - \$ 1,912,900)	2,078,334	1,956,138
Mutual funds (Cost - \$ 247,298/2023 - \$ 29,000)	<u>247,298</u>	<u>29,000</u>
	<u>\$ 2,325,668</u>	<u>\$ 1,985,502</u>

The fixed income investments have interest rates from 4.20% to 5.35% and maturity dates between July, 2024 and January, 2026.

Stratford General Hospital Foundation
Notes to the Financial Statements
For the year ended March 31, 2024

6. Investments - Endowment Fund

The assets of the endowment fund have been invested with a registered securities broker in accordance with the organization's investment policy. The endowment fund investments consists of the following:

	2024	2023
Cash	\$ 33,765	\$ 33,668
Fixed income (Cost - \$ 645,984/2023 - \$ 635,444)	613,658	606,025
Equities (Cost - \$ 364,622/2023 - \$ 351,466)	422,861	388,453
Mutual funds (Cost - \$ 20,268/2023 - \$ 20,268)	<u>20,268</u>	<u>20,268</u>
	<u>\$ 1,090,552</u>	<u>\$ 1,048,414</u>

Investment income (loss) for the endowment fund consists of the following:

Dividends	\$ 8,771	\$ 7,992
Interest	16,587	16,034
Realized gains	7,912	1,853
Other	<u>1,478</u>	<u>3,447</u>
	34,748	29,326
Unrealized gains (losses)	<u>19,964</u>	<u>(30,956)</u>
	<u>\$ 54,712</u>	<u>\$ (1,630)</u>

7. Property, Plant, and Equipment

			Net Book Value	
	Cost	Accumulated Amortization	2024	2023
Furniture, equipment, and computers	\$ <u>47,364</u>	\$ <u>34,385</u>	\$ <u>12,979</u>	\$ <u>16,151</u>

8. Pledges

Pledges receivable outstanding, but not recognized in these financial statements as at March 31, 2024, amounted to \$ 7,205,825 (2023 - \$ 7,366,070).

The foundation has pledged a disbursement of \$ 50,000 to the St. Mary's Healthcare Foundation which has been recorded as a donation to another foundation. As at March 31, 2024, \$ 10,000 of the pledge has been paid and the remaining \$ 40,000 has been included in the accounts payable - other.

9. Comparative Figures

Certain 2023 figures on the statement of financial position have been reclassified to conform to the 2024 financial statement presentation.

Stratford General Hospital Foundation
Schedule A: Continuity of Fund Balances
For the year ended March 31, 2024

	Balance March 31, 2023	Revenue	Net Interfund Transfers	Total to be Accounted For	Expenditures and Disbursements	Balance March 31, 2024
Unrestricted Funds						
General	\$ <u>993,162</u>	\$ <u>562,069</u>	\$ <u>-</u>	\$ <u>1,555,231</u>	\$ <u>571,198</u>	\$ <u>984,033</u>
Endowment Funds						
McNair Fund	<u>1,048,413</u>	<u>54,712</u>	<u>-</u>	<u>1,103,125</u>	<u>12,573</u>	<u>1,090,552</u>
Other Restricted Funds						
Building	98,086	-	-	98,086	20,000	78,086
In Our Hands	6,464,827	3,596,722	114,637	10,176,186	5,890,501	4,285,685
Special Purposes	268,172	140,950	(84,444)	324,678	31,764	292,914
Gifts in Kind	-	14,578	-	14,578	14,578	-
Special Events Holding	<u>2,679</u>	<u>33,169</u>	<u>(30,193)</u>	<u>5,655</u>	<u>-</u>	<u>5,655</u>
	<u>6,833,764</u>	<u>3,785,419</u>	<u>-</u>	<u>10,619,183</u>	<u>5,956,843</u>	<u>4,662,340</u>
	<u>\$ 8,875,339</u>	<u>\$ 4,402,200</u>	<u>\$ -</u>	<u>\$ 13,277,539</u>	<u>\$ 6,540,614</u>	<u>\$ 6,736,925</u>

STRATFORD GENERAL HOSPITAL
Foundation 

SGHF Nominating Report- Slate of Names
June 12, 2024

The following Board Members have agreed to let their names stand:

For a two-year term,

Jean Smelski
Robert Gould
Fritz Steigmeier
and Alyson Conrad

For a one-year term,

Phil Buxton

This slate of candidates will be acclaimed at the Annual General Meeting.

Respectfully submitted,

Josef Frank
Strategic Planning & Nominating Committee Chair

NOTICE OF MEETING AND AGENDA SGH FOUNDATION BOARD MEMBERS

A meeting of the members for the *Annual General Meeting* will be held on

**WED, JUNE 12th 2024 at 5:15 pm
AT THE STRATFORD COUNTRY CLUB**

AGENDA

	<u>ACTIONS</u>
1. Call to Order	FYI
2. Minutes of the Previous AGM Minutes June 2023	Motion
3. Report of the Chairperson	
4. SGH Foundation Executive Director Report	
5. HPHA President and CEO Report	
6. Audit Committee Report	Motion
7. Appointment of Auditors	Motion
8. Nominating Committee Report	Motion
9. Resolution Confirming Year's Business	Motion
10. Presentations	
11. Donor Impact Celebration	
10. Adjournment	Motion

Mrs. Cheryl Hunt, CVA
Executive Director

Please RSVP to 519-272-8210 Ext. 2626 or by e-mail to merle.clarkson@hpha.ca

STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

SGHF ANNUAL GENERAL MEETING
JUNE 12, 2024

SCRIPTED AGENDA

1. **CALL TO ORDER – Barb Thibeault**

A printed written notice of a meeting of members, stating the day, hour and place of meeting and general nature of the business to be transacted was delivered or sent through the post, at least ten (10) days before the date of such meeting at his/her address; and/or publication at least once a week for two successive weeks next preceding the meeting in media outlets.

2. **MINUTES OF THE PREVIOUS MEETING – June 7, 2023 – Barb Thibeault**

Barb moves the minutes of the previous meeting be approved. Barb calls for a seconder, discussion, all in favour, carried.

3. **REPORT OF THE CHAIRMAN – Barb Thibeault**

Barb presents the Chairman's report.

4. **EXECUTIVE DIRECTOR – Cheryl Hunt**

5. **HPHA CEO Remarks – Andrew Williams**

6. **REPORT OF THE AUDIT COMMITTEE – Phil Buxton**

(Annual Financial Report for the Fiscal Year 2023/2024)

Phil Buxton proceeds to present the Financial Statements.

It is noted that a member from Famme & Co. is in attendance.

Following his presentation, Phil Buxton moves the annual financial report be accepted as presented.

Phil Buxton calls for a seconder, discussion, all in favour, carried.

7. **APPOINTMENT OF AUDITORS – Phil Buxton**

Phil Buxton – "I move that Famme & Co. be appointed as Foundation Auditors until the next Annual Meeting."

8. **REPORT OF THE NOMINATING COMMITTEE (Election of Trustees) - Josef Frank**

Josef “The Nominating Committee is unanimous in recommending the following slate of names (all of whom have agreed to serve if they are elected) for election to the Foundation Board of Trustees for a two-year term:

- *Jean Smelski*
- *Robert Gould*
- *Fritz Steigmeier*
- *Alyson Conrad*
- *And for a one-year term: Phil Buxton”*

Josef reads “**I move** the acceptance of the Nominating Committee Report that the following members serve on the Board of Trustees for a two-year term:

- *Jean Smelski*
- *Robert Gould*
- *Fritz Steigmeier*
- *Alyson Conrad*
- *And for a one-year term: Phil Buxton”*

Josef calls for a seconder, discussion, all in favour, carried.

Josef reads “**I move** those nominated to be duly elected Trustees of the Foundation to hold office until their successors are elected, or appointed, subject to the provisions of the Foundation’s By-laws.”

Josef calls for a seconder, discussion, all in favour, carried.

9. **RESOLUTION CONFIRMING YEAR’S BUSINESS – Hugh McDonald** presents the resolution confirming year’s business.

Hugh McDonald:

I move: “That all acts, contracts, by-laws, proceedings, appointments, elections and payments, enacted, made, done and taken by the Directors and Officers of the Foundation, referred to in the minutes of the meetings of the Board of Trustees of the Foundation, be, and the same are hereby approved, ratified and confirmed.”

Hugh McDonald calls for a seconder, discussion, all in favour, carried.

10. **PRESENTATIONS**

Barb Thibeault calls upon, Hugh McDonald to present the Hugh with the Outstanding Contribution award for his 10 years of dedication to the Foundation and our hospital.

Amanda Dobson to take a photo.

Barb calls upon the Volunteers of Stratford General Hospital to present the “big cheque” from the Volunteers of Stratford General Hospital. ***Barb thanks the Volunteers of Stratford General Hospital for their generosity and commitment to our hospital.***

Amanda Dobson to take a photo.

11. ***Barb introduces Dr. Alistair Smith, HPHA Anesthesiologist – to mc our Donor Celebration..***
12. ***Alistair supports the Donor Impact Celebration. At the end allows time for Q&A***
13. **Barb thanks Alistair and all the presenters.**
14. **ADJOURNMENT – Barb calls** for a motion to adjourn.
15. **Barb** invites everyone to mingle and enjoy refreshments. Asks for the SGHF Board members to meet in the Curling Lounge for our Organizational Meeting.
 - a. Once the organizational meeting is adjourned, please join the community back in the banquet hall to mingle.
 - b. Our Board dinner will be served in the Curling Lounge at 8pm.

STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

MINUTES OF THE 38th ANNUAL GENERAL MEETING
OF THE BOARD OF TRUSTEES
OF THE STRATFORD GENERAL HOSPITAL (SGH) FOUNDATION
HELD ON WEDNESDAY, JUNE 7th, 2023 at 12:11 p.m.
VIA ZOOM.

PRESENT: Ms. B. Thibeault, Chair
Mr. P. Roulston
Mr. B. Ypma, Famme & Co.
Mrs. J. Smelski
Mr. M. Rees
Mr. F. Steigmeier
Mr. R. Orr
Mr. J. Frank

Ms. A. Page, Executive Director
Mrs. M. Steinbach
Mr. A. Williams
Ms. M. Clarkson, Recording Secretary
Mrs. C. Hunt

REGRETS: Dr. K. Sparrow
Ms. A. Conrad
Mr. P. Buxton, Treasurer
Mr. H. McDonald

**MEETING
PROPERLY
CALLED:**

It was agreed that the meeting had been validly constituted.

**PREVIOUS
MINUTES:**

It was **MOVED** by Mrs. B. Thibeault, **SECONDED** by Mr. M. Rees and **RESOLVED** to accept the minutes of the 37th Annual General Meeting of June 13th, 2022 as previously circulated.

CARRIED

**REPORT OF
THE CHAIRMAN:**

Foundation Board Chair person, Mrs. B. Thibeault welcomed all in attendance, and gave an overview of event highlights and generous donors during 2022/2023.

**AUDIT
COMMITTEE
REPORT:**

Mr. J. Frank noted the audited financial statements for the period ending March 31, 2023 were prepared by Famme & Co., and copies have been previously circulated.

It was **MOVED** by Mr. J. Frank, **SECONDED** by Mr. R. Orr and **RESOLVED** to accept the Audited Financial Statements for the period ending March 31, 2023 as presented.

CARRIED

**APPOINTMENT
OF AUDITORS:**

It was **MOVED** by Mr. J. Frank, **SECONDED** by Mr. P. Roulston and **RESOLVED** that Famme & Co. be appointed as Foundation Auditors until the next Annual General Meeting.

CARRIED

**REPORT OF THE
NOMINATING
COMMITTEE:**

Committee chair, Mr. M. Rees presented the Nominating Committee Slate of Names for the year 2023.

It was **MOVED** by Mr. M. Rees, **SECONDED** by Mr. R. Gould and **RESOLVED** to accept the Nominating Committee Report that the following members serve on the Board of Trustees for a two-year term:

Matt Rees

Josef Frank

Martin Ritsma.

and the nominations for a one-year term,

Phil Buxton.

CARRIED

**RESOLUTION
CONFIRMING
YEAR'S
BUSINESS:**

It was **MOVED** by Ms. B. Thibeault, **SECONDED** by Mr. J. Frank and **RESOLVED:**

“That all acts, contracts, by-laws, proceedings, appointments, elections and payments, enacted, made, done and taken by the Directors and Officers of the Foundation, referred to in the minutes of the meetings of the Board of Trustees of the Foundation, be, and the same are hereby approved, ratified and confirmed.”

CARRIED

**MOTION TO
ADJOURN:**

It was **MOVED** by Mrs. B. Thibeault, **SECONDED** by Mrs. J. Smelski and **RESOLVED** to adjourn the meeting.

CARRIED

ADOURNMENT: The meeting was adjourned at 12:23 p.m.

Barb Hiller Thibeault

Mrs. B. Thibeault, Chair

Ms. M. Clarkson, Recording Secretary

STRATFORD GENERAL HOSPITAL
Foundation 

“People Caring for People”

**STRATFORD GENERAL HOSPITAL FOUNDATION
ORGANIZATIONAL MEETING**


**Wednesday, June 12th, 2024 at 7:00 P.M.
CURLING LOUNGE, STRATFORD COUNTRY CLUB**

A G E N D A

1. CALL TO ORDER
2. MINUTES OF PREVIOUS MEETING – June 07, 2023 **MOTION**
3. ELECTION OF OFFICERS
 - 3.1 Election of Vice-Chair **MOTION**
 - 3.2 Election of Treasurer **MOTION**
 - 3.3 Election of Chair **MOTION**
4. ADJOURNMENT **MOTION**

Mrs. Cheryl Hunt, CVA
Executive Director

RSVP to Merle: 519-272-8210 ext 2626 or by email to merle.clarkson@hpha.ca

STRATFORD GENERAL HOSPITAL
Foundation 
"People Caring for People"

MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES OF THE
STRATFORD GENERAL HOSPITAL FOUNDATION
HELD ON WEDNESDAY, JUNE 7th 2023 at 12:23 P.M. VIA ZOOM.

PRESENT: Mrs. B. Thibeault, Chair
Mr. P. Roulston
Mr. B. Ypma, Famme & Co.
Mrs. J. Smelski
Mr. M. Rees
Mr. F. Steigmeier
Mr. R. Orr
Mr. J. Frank
Ms. A. Page, Executive Director
Mrs. M. Steinbach
Mr. A. Williams
Ms. M. Clarkson, Recording Secretary
Mrs. C. Hunt

REGRETS: Dr. K. Sparrow
Ms. A. Conrad
Mr. P. Buxton, Treasurer
Mr. H. McDonald

CALL TO ORDER: Mrs. B. Thibeault called the meeting to order.

APPROVAL OF MINUTES: The minutes of the June 13, 2022 meeting were reviewed.

It was **MOVED** by Mr. P. Roulston, **SECONDED** by Mr. F. Steigmeier and **RESOLVED** to accept the minutes as pre-circulated.

CARRIED

ELECTION OF THE VICE CHAIR:

The Board Chair called upon election of the Vice-Chairman.

Mrs. B. Thibeault nominated Mr. J. Frank as Vice-Chairman.

There being no further nominations, It was **MOVED** by Mr. P. Roulston, **SECONDED** by Mr. F. Steigmeier and **RESOLVED** that nominations close.

CARRIED

That nominations close.

Mr. J. Frank is declared Vice-Chairman.

ELECTION OF THE TREASURER:

The Board Chair called upon election of the Treasurer.

Mrs. B. Thibeault nominated Mr. P. Buxton as Treasurer.

There being no further nominations, it was **MOVED** by Mrs. B. Thibeault, **SECONDED** by Mr. R.Orr and **RESOLVED** that nominations close.

CARRIED

That nominations close.

Mr. P. Buxton is declared Treasurer.

**ELECTION
OF CHAIR-
PERSON:**

The Vice-Chair called upon election of the Board Chair.

Mr. J. Frank nominated Mrs. B. Thibeault as Chair Person.

There being no further nominations, it was **MOVED** by Mr. J. Frank, **SECONDED** by Mr. P. Roulston and **RESOLVED** that nominations close.

The nominations closed.

Mrs. B. Thibeault was declared Board Chair.

**MOTION TO
ADJOURN:**

It was **MOVED** by Mrs. B. Thibeault **SECONDED** by Mr. F. Steigmeier and **RESOLVED** to adjourn the meeting.

CARRIED

ADJOURNMENT: The meeting was adjourned at 12:25 p.m.

Barb Hiller Thibeault

Mrs. B. Thibeault, Board Chair

Ms. M. Clarkson, Recording Secretary

ORGANIZATIONAL MEETING – Wednesday, June 12, 2024

CALL TO ORDER:

BARB THIBEAULT CALLS THE MEETING TO ORDER.

THE BOARD CHAIR CALLS FOR THE ELECTION OF THE VICE-CHAIRMAN.

BARB THIBEAULT NOMINATES **FRITZ STEIGMEIER** AS VICE-CHAIRMAN.

THERE BEING NO FURTHER NOMINATIONS

MOVED BY _____, SECONDED BY _____

AND RESOLVED THAT THE NOMINATIONS CLOSE. **FRITZ STEIGMEIER** IS DECLARED VICE-CHAIRMAN.

THE BOARD CHAIR BARB THIBEAULT CALLS UPON ELECTION OF THE TREASURER.

BARB THIBEAULT NOMINATES **PHIL BUXTON** AS TREASURER.

THERE BEING NO FURTHER NOMINATIONS

_____ MOVES THE NOMINATION, SECONDED BY _____

AND RESOLVED THAT NOMINATIONS CLOSE. **PHIL BUXTON** IS DECLARED TREASURER.

THE VICE-CHAIRMAN FRITZ STEIGMEIER CALLS UPON ELECTION OF THE BOARD CHAIR.

FRITZ STEIGMEIER NOMINATES **JOSEF FRANK** AS BOARD CHAIRPERSON.

THERE BEING NO FURTHER NOMINATIONS

_____ MOVES THE NOMINATION, SECONDED BY _____

AND RESOLVED THAT NOMINATIONS CLOSE. **JOSEF FRANK** IS DECLARED BOARD CHAIR.

MOTION TO ADJOURN:

_____ MOVES THE ADJOURNMENT, SECONDED BY _____

AND RESOLVED THAT THE MEETING IS ADJOURNED.

MEETING IS ADJOURNED AT _____ PM.