

Gabriola Health Care Foundation

2016 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 2015 AGM
- Reports:
 - President
 - Facility Management
 - Health Care Programs Committee
 - Financial
- Nominations Committee report and election of directors
- Adjournment

Minutes of 2015 AGM

WEDNESDAY, APRIL 16, 2015 – ROLLO CENTRE, GABRIOLA ISLAND

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

Minutes of 2015 AGM

- **Adoption of agenda**
 - MOTION: Harvey Graham - That the agenda be adopted as presented. CARRIED.
- **Adoption of minutes of 2014 AGM**
 - MOTION: That the minutes of the 2014 AGM on April 30, 2014 as displayed on the GHCF Web site be adopted. CARRIED.
- **Reports** -- Reports were presented by the following people. Details are posted on the GCHF website.
 - President – Chuck Connor
 - Health Programs – Nancy Hetherington Pierce
 - Finance and Facility Management – Chuck Connor
 - Financial Statements – Harvey Graham
 - MOTION: Paul Champion – That the GHCF financial statements for the fiscal year ended December 31, 2014 be approved. CARRIED.
- **Bylaw change**
 - MOTION: Chuck Connor. Resolved that bylaw #36 be removed from the Bylaws of the Gabriola Health Care Foundation. CARRIED by the required 75% majority for a Special Resolution.

Minutes of 2015 AGM

- **Nominations Committee for the GHCF Board of Directors**

- **Continuing in their current terms:**

- To 2016**

- Nancy Hetherington Peirce

- To 2017**

- Derek Brindle, Dale Butler, Harvey Graham, Gloria Hatfield, Mike Phillips, and Nancy Rowan

- **Nominated:**

- The Board of Directors determined that two Directors would be elected at this AGM. The Nominations Committee nominated:

- Chuck Connor, 3 year term to 2018, and
 - Paul Champion, 3 Year term to 2018.

- **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 7:35 PM.

GH President's report

Chuck Connor

President's report

The Gabriola Community Health Center

- In 2006 - A vision for better health care on Gabriola began to emerge as residents looked for ways to overcome a significant lack of health care facilities and services as well as a shortage of doctors.
- 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.

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
- In 2015 over 1,300 patients were treated (up from 902 in 2014)
- 91% were treated and sent home
- 9% transferred by ambulance or helicopter to Nanaimo or Victoria
- 24% of the patients were not patients of the Gabriola Medical Clinic
- In addition 354 patients were treated in the UTF by Island Health Home Care Nurses
- Dr. Barnsley, a plastic and reconstructive surgeon, treats patients the UTF on a regular basis
- Island Health continues to provide consumable supplies for the UTF

President's report

Team based Patient Care at the Community Health Centre

- **Gabriola Medical Clinic**
 - Doctors Bosman, Mierzewski and Thorne each have a busy family practice as well as treating patients in the UTF
 - The doctors work in close collaboration with a **mental health nurse** and a **psychiatrist** from Island Health, as well as a **social worker**, all of whom treat patients from offices within the Gabriola Medical Clinic
- **The Island Health Authority**
 - The Home and Community Care team provides a wide array of home support services
 - Island Health Seniors Outreach Program helps patients with age related problems
- **Life Labs**
 - Provides medical laboratory services 5 days a week
- **Gabriola Dental**
 - Operates a modern dental hygiene clinic
- **Angela Henderson, RMT**
 - Provides massage therapy to patients

President's report

Enhancing Health Services

- Many of the services now available were facilitated by Drs. Bosman, Mierzewski and Thorne who formed the Gabriola Chapter of the Rural and Remote Division of Family Practice
- The Divisions of Family Practice are jointly funded by Doctors of BC and the BC Ministry of Health
- With support from community partners the Gabriola Chapter has worked collaboratively with Island Health bringing:
 - Significantly enhanced mental health services
 - Services of a social worker
 - Telehealth services
 - Immunization and mammogram screening clinics

President's report

Gabriola Health Care Foundation

- Is completely debt free
- Receives no on-going government funding
- Relies on rent from tenants and donations cover all operating costs
- Most administration and maintenance is currently done by volunteers
- A Committee of Board is reviewing the long term management options, liability and financial sustainability of the UTF
- A Governance Committee has been struck to review the Foundation's policies and procedures
- Guidelines for Infection Prevention and Control have been developed and implemented in 2015

President's report

Gabriola is well served!

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

Facility Management Committee

Chuck Connor, Chair

Harvey Graham

Konrad Mauch

Mike Phillips

Mandate

- *Provide facility management, operations and maintenance services.*
- *Prepare an annual operating budget including capital expenditures and allocation of reserves.*

Facility Management Committee

A number of improvements were made to the facility in 2015

- Modifications to UTF cabinetry to fully protect supplies in accordance with new Infection Control Guidelines
 - A cost of about \$9,600
 - Gabriola Lions contributed \$7,500
- Three mobile surgical carts acquired at a cost of about \$2,500
 - Donated by Gabriola Ambulance Society
- Video Conference equipment installed to provide TeleHealth services
 - A cost of about \$20,000
 - Funded by the Rural and Remote Division of Family Practice
- A “dry” medical suction unit in Gabriola Dental to reduce water consumption
 - Cost shared with Gabriola Dental
- Furnishings purchased for mental health and Telehealth rooms and replaced electronic equipment for the clinic office, in total about \$5,500
- A failed module in the security alarm system replaced at a cost of \$3,000
- Telehealth support, a Praxair Nitrogen Container and an office computer
 - Funded by The Gabriola Auxiliary for Island Health Care, in total about \$3,000

Facility Management Committee

It is important to note that:

- Volunteers perform much of the facility maintenance and administrative services which helps to keep our operating costs low.
- Volunteerism may dwindle and the potential need for funding to cover maintenance and management services will need to be considered.
- To assist future management:
 - Operation and maintenance budgets are being upgraded
 - A detailed planning and maintenance schedule is being developed
 - Equipment manuals are being further developed
- 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

Lynne Young

Mandate

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

(HPC Terms of Reference, May 2014)

Health Programs Committee

The Kitty Heller Fund For Health Care Programs & Services

- This restricted fund 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.
- Gabriola Mental Health & Substance Use Local Action Team
 - Financial and organizational support for two courses:
 - **Mental Health First Aid,**
 - an introductory two day course
 - 40 attendees: emergency personnel, health-care providers, and general public
 - **Applied Suicide Intervention Skills Training,**
 - A follow-up specialized two-day course
 - 15 attendees: emergency personnel and health-care providers
- Grant to the Gabriola Arts Council (GAC):
 - A second grant to GAC for funding their ongoing Healing Power of Art Program was awarded in November 2015

Financial Report

Harvey Graham

Operating fund income

Highlights (unaudited)	2015	2014	Change
Building			
Rent	\$ 73,724	\$ 64,936	\$ 8,788
Operating costs	(61,407)	(53,154)	(8,253)
Building income	12,317	11,782	535
Community service			
Urgent treatment facility	(8,329)	(2,974)	(5,355)
Telemedicine	(177)		(177)
Total community service	(8,506)	(2,974)	(5,532)
Other income and expenses			
Donations and grants	11,865	10,543	1,322
Interest income	4,864	3,967	897
Foundation operating costs	(6,710)	(7,952)	1,242
Net other	10,019	6,558	3,461
Net income	\$ 13,830	\$ 15,366	\$ (1,536)

GH Cash flow

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2015	Total 2014
Cash from operations	\$(8,074)	709	82		9,829	9,829
Donations & grants	11,865	7,500	8,027		17,989	17,989
Capital expenditures		(14,587)	(14,607)		(29,194)	(29,767)
Gifted out				(10,252)	(10,252)	(6,500)
Net 2016	3,791	(6,378)	(6,498)	(10,252)	(19,337)	(8,449)
Opening balance	23,367	251,293	15,046	93,500	383,206	391,655
Closing balance	\$27,158	244,915	8,548	83,248	363,869	383,206

Financial position

Highlights (unaudited)	Operating fund	Building fund	Medical Equipment Fund	Health Care Programs	Total 2015	Total 2014
Cash	\$27,158	244,915	8,548	83,248	363,869	383,206
Accounts receivable	11,658	283	317		12,258	4,915
Pledges receivable					0	1,000
Prepaid expenses	5,286				5,286	3,669
Building and equipment		1,035,473	36,420		1,071,893	1,093,102
Land and improvements		639,354			639,354	646,451
Total assets	44,102	1,920,025	45,285	83,248	2,092,660	2,132,343
Less liabilities	6,680		247		6,927	8,214
Net book value	\$37,422	\$1,920,025	\$45,038	\$83,248	\$2,085,733	2,124,129

GH Nominating Committee

Mike Phillips, Chair

GHCF Election of Directors

Continuing Directors

To 2017:

- Harvey Graham
- Mike Phillips
- Nancy Rowan

To 2018:

- Chuck Connor
- Paul Champion

2016 Nominations

2016 Nominations:

- **Derek Brindle**, 3 year term to 2019
- **Dale Butler**, a 2 year term to 2018
- **Gloria Hatfield**, a 3 year term to 2019
- **Nancy Hetherington Peirce**, 3 year term to 2019

Gabriola Health Care Foundation

Thank you for coming!

