



DIRECTORS MEETING MINUTES

Date: Wednesday, September 18, 2024 Time 1:30 p.m.
 South Cariboo Health Centre, Multi- purpose room 555 D Cedar Avenue 100 Mile House, BC

Attendees:

P	Richard Bullen	P	Dr Omer
P	Donna Barnett	R	Ivy Henderson
R	Lorna Wiebe	P	Danielle Sabiston
R	Nicole Blades	P	Kristin Wells
R	Chris Nickless	P	Debbie Quinn
P	Bruce Madu	P	Corinne French
R	Carol England	P	Patricia (Trish) Thom
P	Shelly Somerville	P	Keith Greenhalgh – PMT Accounting
P	Brian Porritt	G	Ashley Johnson
R	Debbie Hollowell	G	Kelly Dillion – IH Director, Clinical Ops via Video
R	Lynn Olsen	G	Marie Beer – OMH Manager, Emerg Dept

P – Present V – Videoconference T – Teleconference R – Regrets G – Guests

ITEM	DISCUSSION	ACTION	RESP. BY
1. Call to Order	Richard Bullen called the meeting to order at 1:32 p.m.		
2. Approval/Additions to Agenda	MOVED by Bruce Madu to approve the agenda. SECONDED: Shelly Somerville CARRIED		
3. Approval of Minutes	MOVED by Shelly Somerville to approve minutes from July 15, 2024, extraordinary meeting. SECONDED by: Bruce Madu CARRIED		
4. Correspondence	MOVED by Donna Barnett to accept Corinne, Debbie & Trish as our new directors. SECONDED by: Brian Porritt CARRIED		

ITEM	DISCUSSION	ACTION	RESP. BY
5. Treasurer's Report	<p>Keith Greenhalgh presented the Treasurer's Report (see handout): approximately \$325 000 to spend.</p> <p>MOVED by Shelly Somerville to move \$100 000 into a GIC & to approve the Treasurer's Report SECONDED: Brian Porritt CARRIED</p>		
6. Changes to Old Business	<ol style="list-style-type: none"> 1. Review of Wish List – items under \$5000 were left to be passed onto the Auxiliaries and we will revisit what remains on the list in October. There is approx \$4000 dedicated to Mill Site & Fischer Place to spend. Marie Beer & Kelly Dillon explained their wishes for the Trauma Bay and answered questions. 2. Starry Nights 2024 – MOVED by Donna Barnett to fund the Omnicell medication dispensing system and the Video Conferencing system for the trauma bay as our 2024 Starry Nights project approx. \$90 000. SECONDED by Bruce Madu. CARRIED. 3. When a quote comes for sliding glass doors (October) for the Trauma Bay we will review that purchase. Date for SN light up is Nov 23, 2024. 3. Update on 2023 Starry Nights – Space Labs monitor – the internet/ hook ups needed to install this should be happening by the end of September. Last year's campaign raised approx. \$105 000 with an equipment cost of \$86 000. 	<p>Review remaining wish list items in October.</p> <p>Review Sliding Door quote for Trauma Bay in October.</p>	
7. Committee Reports	<p>A) Donations- Danielle Sabiston</p> <p>- July \$3200, Aug \$800, Sept \$1600 mostly from Memorial donations.</p> <p>.</p> <p>B) Fundraising- Danielle Sabiston</p> <p>- the SCHF computer has been purchased and is now being used. SCHF Instagram account has been started to compliment our Facebook account.</p> <p>- Business Directory by the Free Press is set to print in October. Cost of \$220+tax for ½ page. Board discussed and decided against placing an advertisement in it again.</p> <p>- Martina (Free Press) has put together an advertising package for SN that includes social media advertising. MOVED by Kristen Wells to spend up to \$2600 on the Free Press advertising pack for SN. SECONDED by Dr. Omer. CARRIED</p> <p>- Eric Herl (electrician) will start light set up at OMH at the end of September. He has started construction of the new light addition.</p>	<p>Danielle to check on costs at CaribooRadio as per Donna's suggestion</p>	

ITEM	DISCUSSION	ACTION	RESP. BY
	<p>- Board volunteer needed to go through the news clippings Brenda passed along and organize them. As well to watch for future articles and include those.</p> <p>- Community Engagement Events – Danielle would like to organize some events within the community to help spread word about the SCHF and what we do. Burger & Beer at a local restaurant? Legion concert? The idea is about exposure, not fundraising (no silent auction, 50/50 etc). Some research still needs to be done with local venues to ensure it is a valid venture. Donna mentioned the 108 Fall Fair Sept 28 to possibly set up a booth.</p> <p>C) Recognition - Lorna Wiebe – Absent</p> <p>D) 50/50 Draw – Lorna Wiebe – Gaming Policy & enforcement - Richard explained to new members. Lorna will be taking over the 50/50 raffle. Danielle will help her set up the Excel program when she returns.</p> <p>D) 100 Mile House & District Hospital Auxiliary Liaison, Lynn Olsen – Absent</p> <p>E) Millsite Lodge/Fischer Place Auxiliary Liaison – Carol England- Absent</p>	<p>Kristen Wells volunteered to take this on.</p> <p>Danielle to see about a booth at the 108 Fall Fair</p>	
8. New Business	<ol style="list-style-type: none"> 1. Meeting room change for November 20 as the Multipurpose room is being used. 2. AGM is next meeting. All officers still have at least 1 year left on their terms. The AGM will be at 1:30pm with the monthly directors' meeting to follow (approx. 1:45pm) 3. Ashley Johnson introduced as a potential SCHF director. MOTION by Richard Bullen that Ashley joins the SCHF board. <p>SECONDED by Patricia Thom CARRIED</p>	<p>Donna to arrange a room at the city's Council Chambers.</p>	
9. Next Meeting	<p>AGM - Wednesday, October 16, 2024 @1:30pm in the Multi purpose room of the South Cariboo Health Centre.</p> <p>Directors' meeting to follow.</p>		
10. Adjournment	<p>MOVED to adjourn at 2:18pm by Bruce Madu SECONDED: Brian Porritt CARRIED</p>		

Recorder: Donna Barnett
Typist: Danielle Sabiston