

Hemophilia Ontario Board of Directors Meeting

November 28 & 29, 2020

In-Person Nottawasaga Inn

Participant	Attend	Regrets	Participant	Attend	Regrets
Chad White	x		Brad Barber	X	X (On Sunday)
Shelley Hewett	x		David Neal	x	
Meagan Bordi	x		AJ Pilobello	x	
Amy Griffith	x		Byron James	x	
Emil Wijnker	x		Cameron Peters	x	
Ash Kurichh	x		Guest: Natalie Philbert, Susan Turner, Bojan Pirnat and Alex McGillivray, Munib	x	

November 28, 2020: 9:00 AM – 3:00 PM

Agenda Item	Action Required		
	Information	Discussion	Decision
1. Call to order – 9:16 AM			x
1.1 Quorum - Yes			x
1.2 Declaration of conflicts - None	x		
1.3 Approval of agenda Mover: Emil Secunder: Dave <ul style="list-style-type: none"> Removal of Action Items from 2019 in-person meeting Motion: Carried			x
2. Approval of previous meeting minutes – October 26, 2020 Mover: Meagan Secunder: Shelley Abstention: Brad and Amy Motion Carried			x
3. Women's Bleeding Disorders presentation by Amy Griffith and Natalie Philbert <ul style="list-style-type: none"> Natalie and Amy presented on Women with Bleeding Disorders and the various virtual webinars that were offered. Participants joined not only from the various regions in Ontario but also from different regions in Canada. 	x	x	

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<ul style="list-style-type: none"> • Hemophilia Branding – Should Hemophilia Ontario rebrand to be more inclusive to include other bleeding disorders? • Work on a Von Willebrand’s website linking to Hemophilia Ontario main website. (2021) 			
Break: 10:15 – 10:30 AM			
<p>4. Staff reports by Natalie Philbert, Susan Turner, Bojan Pirnat and Alex McGillivray</p> <ul style="list-style-type: none"> • Natalie <ul style="list-style-type: none"> ➤ (Women’s Events – One per month, Regional Events, Boat Cruise, Fundraising initiatives) for 2021. • Bojan <ul style="list-style-type: none"> ➤ Expand budget for financial support to \$50K (40K for general budget, 10K for exceptional case fund) for 2021. ➤ TCOR - 2 Community day education events, 1 in-person social community event, 1 virtual gaming event, distribution of Translated HO material in clinics) ➤ TBAY – PEP Program in-person, 2 clinic visits, 1 social day (virtual or in-person) ➤ MOH and HIV/Aids Programming 2021 – Webinar series, Ageing workshop in TCOR, Continued translation of HO materials. • Alex <ul style="list-style-type: none"> ➤ Camps for 2021 ➤ Wanakita – Planning on business as usual for 2021. May need to reduce camper numbers. ➤ Pinecrest – Camp with Covid protocol ➤ Family / Community Camp - Camp Menesetung ➤ Youth Adventures Program – Build a canoeing / outdoor adventure program with Camp Menesetung and others. ➤ Camp Survey – 85% participation rate ➤ Participants prefer in-person option. Camp should be offered in other regions. • Susan <ul style="list-style-type: none"> ➤ Bingo (Online Bingo sessions due to Covid). Revenue this year is 12K vs \$20,777 last year. Funds dispersed to off set cost of Financial aid and camp cost. Restricted on to TO expenses. ➤ Nevada – Currently in 14 locations. 20K spend this year to support financial assistance requests and Camp Wanakita fees. Not restricted to TO. ➤ Golf Tournament - \$11,204 raised this year in donations. ➤ Zoo Walk – Planned for June 2021 2020 event raised \$1,580.00. ➤ Raiser’s Edge – Online donation function has been setup through HO website. 	r	x	
Lunch: 12:30 – 1:30 PM			
5. Investment Committee report by AJ Pilobello	x	x	x

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<p>➤ Presentation by Scott McElligott</p> <p>➤ 40/60 Mix. 2% Cash, 58% Fixed Income, 40% Equities</p> <p>➤ Hold on to current portfolio as investments are anticipated at increasing.</p> <p>➤ TD stock value is lower than the original purchase value.</p> <p>Motion: 1) The Board of Directors authorize Manulife Private Wealth to set a Stop Limit Order on TD stock at \$70.00.</p> <p>Mover: AJ Secunder: Dave Abstention: Brad Motion Carried</p> <p>Motion: 2) Provided the price of TD stock does not fall below \$70.00, the Board of Directors authorize Manulife Private. The Board maintains the right to advise Manulife Private Wealth to sell the TD Shares at anytime. Wealth to sell TD stock in the following manner: On or about January 29, 2021 (Amended Date) - 1634 shares On or about April 30, 2021 (Amended Date) - 1634 shares On or about July 30, 2021 (Amended Date) - 1634 shares Mover: AJ (Agreed with Amendment to the revised dates of selling the shares) Secunder: Dave Abstention: Brad Motion Carried</p> <p>Motion: 3) The Board of Directors authorize the proceeds, from the sale of TD stock, from time to time, be added to Hemophilia Ontario's managed portfolio held by Manulife Private Wealth and invested according to the previously approved investment policy. Mover: AJ Secunder: Dave Abstention: Brad Motion Carried</p>			
<p>Break: 2:45 – 3:00 PM</p>			
<p>6. Other Business from 2020</p> <p>Motion: To table agenda # 6 from Nov 28 2020 to Nov 29 2020</p> <p>Mover: Shelley Second: Emil Motion: Carried</p> <ul style="list-style-type: none"> • Review 5 subject matter priorities 	<p>X</p>	<p>X</p>	<p>X</p>

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<ol style="list-style-type: none"> 1. Women with inherited bleeding disorders 2. Ageing with inherited bleeding disorders 3. HIV/AIDS 4. Expanding our role nationally and internationally 5. Camp <ul style="list-style-type: none"> • Pharma partner meetings summary & discussion • ED Report by Byron James <ul style="list-style-type: none"> ➤ Working on Staff evaluations ➤ Working / defining KPI's for 2021 ➤ Working on developing Quarterly e-newsletter to replace Blood Matters ➤ Working on developing e-Christmas Card ➤ 2021 – Keep developing Razor's Edge (Shopping cart function), Diversified Giving Platform, Volunteer Management Module ➤ 2021 – Governance and Policy Manual ➤ 2021 – Fundraising (Expand Nevada Offering, On-line 50/50 draw, Pharma's, Grant applications, Diversified funding) ➤ 2021 – Programs (Wanikita (Modified infusion program), other camp programs, Women's programs, In-Person events). • President's Report by Cameron Peters <ul style="list-style-type: none"> ➤ Focus on bottom line and deliver to members ➤ Few in-person events, would ideally liked to see more. ➤ Financially stable compared to earlier this year. ➤ Approach Pharma again ➤ Scholarship launch • Policy amendment for Plooto <p>Motion: Issue any cheque or authorize bank transfers to cover expenses or purchase of goods or services without obtaining a second signature from an authorized signatory for any amount above \$500 - No cheque or bank transfers to cover expenses or purchase of goods or services made by an authorized signatory will be emitted without the signature of a second authorized signatory</p> <ul style="list-style-type: none"> • List of parking lot items for the 29th 			
<p>7. Adjournment for the day Mover: Emil Wijnker</p>			X

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November 29, 2020: 9:00 AM – 2:00 PM

Agenda Item	Action Required		
	Information	Discussion	Decision
1. Call to order – 9:16 AM			x
1.1 Quorum - Yes			x
1.2 Declaration of conflicts - No	x		
2. Other Business from Saturday/2020 continued <ul style="list-style-type: none"> • Presentation from Munib Rehman • HO Staff Responsibilities Survey 		x	
3 2021 Programs presentation and approval <ul style="list-style-type: none"> • Women’s Provincial event (100 participants), Women’s online series, 2x CWOR, 2x SWOR Community / Education events, 2x OEOR Community / Education events, 2 x Sudbury Community events, Camps (Plan A vs Plan B) • Set Revenue line at \$0 for 2021 Budget and then capture actual revenue for events at the end of the year. • Set Registration fee (20%) at a percentage of the event registration fee for each participant. • Set “Other Contributions (Registration fees)” to \$0 from Revenue for all camp programs. (Alex) • Bryon to provide 5 year funding history on Pharma contributions to community camp to Cam /Board. 		x	x
Break: 10:20 – 10:35 AM			
4 2020 Budget presentation and approval <ul style="list-style-type: none"> • Remove 58K from 4500 (Other Revenue’s) for Registration fees. • Remove Alex’s salary from Programming Expenses and keep in Staffing costs. 		x	x
Lunch – 12:00 – 1:00 PM			
5. New business for 2021 <ul style="list-style-type: none"> • Board governance plan & discussion • Organizational priorities for 2021 • Strategic planning process & timeline • Operations Calendar <ul style="list-style-type: none"> ➤ Jan 23/24, 2021 ➤ Feb 22, 2021 – 6 pm ➤ March 22, 2021 – 6 pm ➤ April 17/18 2021 - AGM • AGM discussion/date • Board meeting schedule for 2021 		x	x
Adjournment			x

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