



Dr. H. Bliss Murphy Cancer Care Foundation

Board of Directors Meeting Minutes – Thursday, September 16, 2021 at 6:00pm

In Attendance (via Zoom):

Gary Smith, Janet March, Steve Winter, Matthew Galgay, Fred Chaytor, Gilbert Bennett, Larry Vodden, Paige London, Andy Turnbull, Victoria Belbin, Kim Keating, Jennifer Williams, Adam Keating, Debbie Walsh, Lynette Hillier, Emily Geary, Sherry Walsh (Deloitte)

Regrets: Jamie Schwartz, Robert Andrews

1. Welcome - Gary Smith

2. Approval of Agenda & Minutes of Last Meeting – Gary Smith

The agenda was approved by Steve Winter, Seconded by Janet. All in Favor.

3. Presentation of the 2020-2021 Audited Financial Statements

Sherry Walsh, Partner with Deloitte, presented the Audited Financial Statements – reviewing each section and taking questions from the Board.

Matthew made a motion for approval for the 2020-2021 Audit as presented. Victoria seconded. All in favor

4. Report from the Executive Director – Lynette Hillier

Lynette provided a HR Update with two new staff hired. She updated on Service Fees; noting the reduced service fees that have been negotiated. Lynette provided an update on Fall Programs including Power of Life grants, Direct Mail, Polka Dot Trot and Hope Lotto and reported that a new Bell of Hope has been installed in Placentia. The Transitions Program will begin a new virtual session later this month with hopes that the virtual session will allow patients from around the province to participate.

5. Treasurer's Report – Matthew Galgay

For the benefit of the new Board Members, Matthew reviewed the document on compliance. He reported that the income statement and cash flow statement both look good. We will continue to remain cautious in our spending.

Further to the compliance document, Lynette reported on an issue that she has been working on with one of our Hope Lotto Service Providers, The Breton Group. She is hopeful that it will be resolved without any further action taken, but wanted to make Board aware.

6. Cancer Care Program Update – Debbie Walsh

Debbie reported that the Provincial Cancer Care Advisory Group continues to meet to review and address key issues identified for the Program, as a whole, such as mental health and sexual health



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survivorship. She provided an update on the Chemo Unit construction and the Cancer Centre Western Construction, along with the recruitment initiatives for staffing for the Western Cancer Centre. Experience of Care results for Cancer Care (Patient Feedback Surveys) have been reviewed and are quite positive.

7. Dr. Kim Hong Endowment Fund Terms of Reference Update – Lynette

An update to the Dr. Kim Hong Endowment Fund Terms of Reference, as it relates to the composition of the Committee.

Gary suggested adding that the Committee Chair should be one of the independent members of the committee, and not a staff member of the Cancer Care Program. Motion to make the proposed change to the Terms of Reference made by Gilbert, seconded by Jennifer. All in favor.

8. Nominations Committee Update

No update to provide at this time

9. Annual General Meeting – Lynette

The Foundation's Annual General Meeting will be held at 3:00pm on October 14, 2021 at Admiral's Green in Pippy Park. We are planning for the event to be in-person, but will pivot to virtual should the public health restrictions change, and Covid-19 numbers increase.

10. Correction to Executive Directors Report – Lynette Hillier

Lynette reported that Charlotte Wolfrey, the patient being profiled in the Fall Direct Mail, is Inuit, not Innu as she had said in her report. Apologies for the error.

11. Adjournment – Gary Smith

Meeting was adjourned at 8:15pm

Chair – Board of Directors

Recording Secretary



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