

**BRAIN INJURY SERVICES OF HAMILTON**  
**BOARD OF DIRECTORS MEETING MINUTES**

**OCTOBER 24, 2007**

**FORTINOS MAIN ST. W**

**Present:** Bonnie Buchko, Stephen Blood, Ashok Kumar, Chabriol Colebatch, Robert Beres, John Hanna, Rebecca Wissensz, Stacey Cleaver

**Regrets:** Alfred Ng, Denise McMullin, Becky Lammel, Nicola Heinig, Kamil Malikov

**Staff:** Jan Narduzzi, Heather Moroz

Item	Discussion	Fwd	Action
1. Approval of Agenda	<ul style="list-style-type: none"> <li>• <b>Motion:</b>  Moved by R. Beres  Seconded by B. Buchko  That the agenda for October 24, 2007 be approved as Presented.  Carried.</li> <li>• <b>Declaration of conflict of interest</b> – nothing to declare.</li> </ul>		
2. Approval of the September 26, 2007 minutes	<ul style="list-style-type: none"> <li>• <b>Motion:</b>  Moved by R. Beres  Seconded by C. Colebatch  That the minutes from September 26, 2007 be approved as presented.  Carried.</li> </ul>		
3. Executive Directors Report	<p><b>Board Development</b>  C. Colebatch and J. Narduzzi will be meeting with David Sheridan on October 26 to discuss the agenda and content for the Board development training on November 28.</p>		
4. Finance Committee Update	<p><b>Second Quarter Financial Statements</b>  S. Cleaver provided an overview of the statements. It was noted that the agency has received part of the funds that were requested from the Ministry as an advance.</p> <p>The committee will have the agency insurance practices reviewed by an independent person/company. Once this has happened the Finance committee will review the Asset Protection policy and make revisions if necessary.</p> <p>The Finance committee did not address the issue of investigating different banks at the last meeting.</p>	*	R. Wissensz to send names to Jan
5. OACBABIS Report	<p>B. Buchko presented a report from A. Ng regarding the meeting he attended. A. Ng volunteered to be the</p>		

	Secretary/Treasurer for OACBABIS.		
6. Policies	<b>Governance Process: Board Member Code of Conduct</b> <ul style="list-style-type: none"> <li>Motion Moved by R. Beres Seconded by S. Blood That the revised policy be approved as presented. Carried.</li> </ul>		
7. Foundation Update	<p>The Silent Auction &amp; Wine and Cheese is November 9. The Board is encouraged to try and sell as many tickets as they can.</p> <p>The Board collected \$220.00 and will donate it to the Foundation Board to use at their discretion for the Silent Auction.</p>	*	C. Colebatch to email N. Heinig re: Board decision around funds raised by the Board for the auction
10. Board Networking Activities	<p>Nothing to report.</p> <p>The agency will be purchasing a table at the HBIA dinner at the Dundas Valley Golf and Curling Club on Thursday November 22, 2007 at 6:00pm.</p> <p>J. Narduzzi, C. Sarraf and J. Court will be attending from the agency as well as R. Beres, J. Hanna, C. Colebatch, B. Buchko and R. Wissensz.</p>	<p>*</p> <p>*</p> <p>*</p>	<p>List of MPP's to come to January meeting for Board to contact</p> <p>H. Moroz to send agency brochures to B. Buchko</p> <p>J. Narduzzi to send HBIA invite to members who will be attending</p>
13. Meeting Evaluation	<p>Very fast meeting.</p> <p>Very productive</p>		
14. Next Meeting	Wednesday November 28, 2007 at Fortinos Main W		
15. Adjourn	<ul style="list-style-type: none"> <li>R. Beres moved to adjourn the meeting.</li> </ul>		

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President's Signature

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Date