



**KINGSTON
GENERAL
HOSPITAL
AUXILIARY**

ANNUAL REPORT

2022 – 2023

ANNUAL REPORT 2022 - 2023

TABLE OF CONTENTS

<u>REPORT TITLE</u>	<u>PAGE #</u>
Agenda	3
Minutes of 2022 Annual Meeting	4/5/6/7
President's Report	8
Artistic Outreach	8
Awards Committee	8
Café	9
Constitution Committee	9
Correspondence	9
Family/Patient Support	9
Fund Raising	9
Gift Shop & Tuck Shop	10
Hospitality	10
HUGS (Helping Us Grow Strong)	10
Membership	11
Millennium Endowment Fund	11
Newsletter.....	11
Nominating	11
Policies & Procedures	11
Secretary	11
Interim Director Volunteer Services	12
Slate of Officers 2023-2025	13
Contributions to Kingston General Hospital	14

ANNUAL REPORT 2022 - 2023

AGENDA

118th KINGSTON GENERAL HOSPITAL AUXILIARY ANNUAL GENERAL MEETING

June 26, 2023

VIA ZOOM

1. CALL TO ORDER
2. INTRODUCTION OF PAST PRESIDENTS IN ATTENDANCE
3. INTRODUCTION OF NEW MEMBERS PRESENT
4. INTRODUCTION OF GUESTS
5. MINUTES of the 117th ANNUAL GENERAL MEETING
6. TREASURER'S REPORT, FINANCIAL MOTIONS
 - 6.1 That the Financial Statements for the year ended March 31st, 2022, prepared by Wilkinson & Co Chartered Accountants be accepted as printed
 - 6.2 That the unallocated 2022/2023 surplus revenue of \$245,592 be disbursed as follows:

Surplus as at March 31, 2023	\$245,592
Retained for working capital	<u>\$ 69,592</u>
Unallocated Surplus Funds	\$176,000

DISBURSEMENTS

KGH DEPARTMENTS

Social Work Patient Fund	<u>\$6,000</u>	
	\$6,000	\$6,000
Fifth Instalment of the Pledge		<u>\$170,000</u>
Total		NIL
 - 6.3 That the proceeds of the 2023 Teddy Bear campaign be used to purchase equipment for pediatric equipment at the KGH site of the KHSC as approved by the KGHA Board of Directors.
 - 6.4 That Wilkinson & Company Chartered Professional Accounts be appointed Auditors for the Financial year 2023-2024
7. CHEQUE PRESENTATION
8. GREETINGS
9. PRESENTATION OF THE ANNUAL REPORT
10. PRESENTATION OF AWARDS & CERTIFICATES
11. NOMINATING COMMITTEE REPORT
12. INSTALLATION OF BOARD OF DIRECTORS
13. THANKS & ANNOUNCEMENTS
14. ADJOURNMENT

ANNUAL REPORT 2022 - 2023

MINUTES OF 117th ANNUAL GENERAL MEETING

June 27, 2022

The 117th Annual General Meeting of the Kingston General Hospital Auxiliary was held on Monday June 27, 2022, via Zoom. There were 24 members present and 6 guests.

1. CALL TO ORDER & ADOPTION OF THE AGENDA

The President, H. Breck, called the meeting to order at 10.00 a.m. and welcomed everyone. A motion to adopt the agenda was made by J. Fraser and seconded by T. Hill. Motion carried. The President then asked everyone to remember those members who had died since the last Annual Meeting: Lois Corbett, Don Currie, and Mary MacInnes.

2. INTRODUCTION OF PAST PRESIDENTS:

The President welcomed and introduced the Past Presidents of the Auxiliary present at the meeting:

Sandy Thomas	1986 & 2013	Jean Fraser	2004
Alice Robertson	1996	Sandra Fletcher	2011 & 2016

3. INTRODUCTION OF GUESTS – Dr. David Pichora, KHSC President and CEO, Axel Thesberg, KHSC Board Chair, Sandra Carlton, KHSC Joint V.P. and Chief Human Resources Officer, Jill Holland-Reilly, KHSC Director of Volunteer Services, Beth Cade, President, Volunteer Services to Hotel Dieu Hospital, and Kyle Wetering, Wilkinson & Co. Chartered Accountants.

4. MINUTES of the 116th ANNUAL GENERAL MEETING

It was moved by M. Johnson, seconded by A. Robertson, that the Minutes of the 116th Annual General Meeting held June 28th, 2021, be accepted as printed in the Annual Report. Motion carried.

5. TREASURER'S REPORT:

5.1 The Treasurer explained that since the Financial Statements were not received until late Friday afternoon of June 3rd, and, as per ONCA, Ontario Not for Profit Corporations Act, they had to be sent out to members on June 6th, there was little if no time to check them out for any discrepancies or differences from our records.

Following the mail out, some minor differences were found in the accounts for the General Fund and the Café and Gift/Tuck Shops. One in particular has been amended for the General Fund as it affected our surplus. The \$400 from the sale of the Hair Salon furniture was inadvertently credited to the Teddy Bear Campaign and has since been removed from there and included in the General Account. A notice of the change to the motion due to the change was sent out to Members on June 15. Thus, on Page 5, the General Account Revenue should read as \$6,763, the Excess of Expenditures over Revenue as (\$15,141) and the Balance (Surplus) at the year end as \$408,047. The Teddy Bear Fund (page 11) now shows Revenue as \$27,166 and the Balance at year end, \$65,542. Any other changes to the Café &/or Gift/Tuck Shop will be made before the final Statements are sent to us. M. Johnston moved and A. Robertson seconded that the Financial Statements sent out for the year ended March 31, 2022, prepared by Wilkinson & Co Chartered Accountants be accepted as amended. Motion carried. The Auditors were thanked for their work.

5.2 The disbursement of the unallocated 2021/2022 surplus revenue was approved on a motion by M. Johnson, seconded by J. Fraser.

Surplus as of March 31, 2022.	\$408,047
Retained for working capital.	<u>\$95,047</u>
Unallocated Surplus Funds.	\$313,000

DISBURSEMENTS

KGH DEPARTMENTS

Mental Health Patient Comfort Fund	\$1,000.00	
KGH Imaging	\$7,500.00	
Social Work Patient Fund	<u>\$4,500.00</u>	<u>\$13,000</u>
5th Instalment of the Pledge		<u>\$300,000</u>

This leaves a balance of \$390,000 owing on our pledge to be paid over 2 years.

Total	NIL
-------	-----

ANNUAL REPORT 2022 - 2023

The President noted that one of the recipients of the Millennium Endowment Fund bursary had acknowledged our support in an article in the KHSC News which stated that: “Richard Kellowan is thankful to have received funding support from the Elizabeth Cottage Endowment Fund and the KGH Auxiliary Millennium Endowment Fund to support his participation in the 2022 European Seating Symposium (ESS) to be held in Dublin, Ireland.”

- 5.3 M. Johnston moved, seconded by S. Jellinck, that the proceeds of the 2022 Teddy Bear Campaign be used to purchase pediatric equipment at the KGH site of KHSC as approved by the KGHA Board of Directors. Motion carried.
- 5.4 M. Johnston moved, seconded by T. Hill, that Wilkinson & Company LLP Chartered Professional Accountants be appointed as Auditors for the KGHA for the Fiscal Year April 1, 2022, to March 31, 2023. Motion carried.

6. RECOMMENDATIONS FROM THE CONSTITUTION COMMITTEE

AMENDMENTS TO THE BY-LAWS:

- 6.1 Moved by S. Fletcher, seconded by P. McCue, that **By-Law I – MEETINGS** section 2 be amended by adding:
Not less than 21 days, before each annual meeting of the members or before the signing of a resolution under section 59 of the Act in lieu of the annual meeting, a copy of the Financial Statements shall be sent to all members who have informed the corporation that they wish to receive a copy of those documents. Motion carried.
- 6.2 Moved by S. Fletcher, seconded by P. McCue, that section 6 be amended by stating the number of meetings for the commercial enterprises be 4 annually - All Convenors of Services shall hold meetings of their respective committees at least once annually. Ongoing Commercial Enterprises shall hold meetings of their respective committees at least four times annually. Motion carried.
- 6.3 Moved by S. Fletcher, seconded by D. Riddell, that section 9 be amended as follows:
Telephonic/Electronic Meetings - If all the Directors consent, some or all of the Directors may participate in a regular or Special meeting of the Directors by telephonic or electronic means that permits all participants to communicate adequately with each other providing the requirements of the Act are met. These meetings are subject to the following:
A. A majority of the members shall have access to the appropriate telephonic/electronic meeting media and shall constitute the quorum for the meeting. Motion carried.
- 6.4 Moved by S. Fletcher, seconded by S. Thomas, that **By-law XII - DUTIES OF THE BOARD OF DIRECTORS** be amended as follows:
Every director and officer in exercising his or her powers and discharging his or her duties to the corporation shall,
(a) act honestly and in good faith with a view to the best interests of the corporation; and
(b) exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances.
Every director and officer shall comply with,
(a) the Act and the regulations; and
(b) the corporation’s articles and by-laws.
1. The President:
A. Shall exercise general supervision over the affairs and activities of the organization.
B. Shall be the Chair of all meetings of the Board of Directors, the Board of Directors & Council, the General Meetings, and the Annual General Meeting. Motion carried.
- 6.5 Moved by S. Fletcher, seconded by P. McCue, that new **By-law XVII RECORDS** be as follows:
The Corporation shall prepare and maintain records containing:
(a) the corporation’s articles and by-laws, and amendments
(b) the minutes of meetings of the members and of any committee of members.
(c) the resolutions of the members and of any committee of members.
(d) the minutes of meetings of the directors and of any committee of directors.

ANNUAL REPORT 2022 - 2023

- (e) the resolutions of the directors and of any committee of directors.
- (f) a register of directors including email addresses.
- (g) a register of officers including email addresses.
- (h) a register of members including email addresses.
- (i) accounting records adequate to enable the directors to ascertain the financial position of the corporation with reasonable accuracy on a quarterly basis.

Motion carried. It was noted that the records for the registers of the Board and the members are to be held for 6 years.

AMENDMENTS TO THE CONSTITUTION:

- 6.6 Moved by S. Fletcher, seconded by S. Thomas, that **Article II Charter and Seal** be amended to state: There shall be a Master Copy of the Charter with the Seal of the organization, stored for safekeeping in the files of the organization in the Auxiliary Complex of the hospital. Motion carried.
- 6.7 Moved by S. Fletcher, seconded by B. Bartlett, that **ARTICLE VII - ELECTION AND TERMS OF OFFICE Section** be amended by adding new Section 7 A quorum of directors may fill a vacancy among the directors and the director appointed or elected to fill a vacancy will hold office for the unexpired term of the director's predecessor. Motion carried.
- 6.8 Moved by S. Fletcher, seconded by J. Fraser, that **Article IX AMENDMENTS TO CONSTITUTION & BY-LAWS** be amended by adding new:
Section 4 A special resolution of the members is required to make any amendment to the Articles of Incorporation to
- (a) change the corporation's name.
 - (b) add, remove, or change any restriction upon the activity or activities that the corporation may carry on or upon the powers that the corporation may exercise.
 - (c) create a new class or group of members.
 - (d) change a condition required for being a member.
 - (e) change the designation of any class or group of members or add, change, or remove any rights or conditions of any such class or group.
 - (f) divide any class or group of members into two or more classes or groups and fix the rights and conditions of each class or group.
 - (g) add, change, or remove a provision respecting the transfer of a membership.
 - (h) increase or decrease the number of, or the minimum or maximum number of, directors fixed by the articles.
 - (i) change the purposes of the corporation.
 - (j) change to whom the property remaining on liquidation after the discharge of any liabilities of the corporation is to be distributed.
 - (k) change the manner of giving notice to members entitled to vote at a meeting of members.
 - (l) change the method of voting by members not in attendance at a meeting of the members; or
 - (m) add, change, or remove any other provision that is permitted by the Act to be set out in the articles
- Motion carried.
7. ANNUAL REPORT:
H. Breck, President presented the Annual Report. She thanked everyone who had contributed to the Annual Report and for their support of KGH and the Auxiliary in the past year. She thanked S. Fletcher who organised and compiled the Annual Report. Acceptance of the Annual Report for 2021-2022 was moved by T. Hill and seconded by S. Thomas. Motion carried.
8. CHEQUE PRESENTATION – The cheque signified the 2021/2022 contribution of \$345,223. This includes the fifth instalment of \$300,000, Teddy Bear funding for Pediatrics (\$22,017), Departmental Funding (\$14,500), and Millennium Endowment Education Bursaries (\$8,706).
9. GREETINGS – Dr. David Pichora, KHSC President and CEO, brought greetings and thanks from KHSC Executive Team.

ANNUAL REPORT 2022 - 2023

KHSC Board Chair, Axel Thesberg brought greetings and thanks from the KHSC Board of Directors.

10. PRESENTATION OF AWARDS:

S. Thomas, Chair of the Awards Committee, announced the following awards:

Certificates of Appreciation

C. Reynolds & L. Martins

Award of Merit

Leadership - M. Johnston

Long Service - B. Bartlett, K. Kitney, C. Wade

Honorary President

J. Strahan

Mrs. J. C. Connell

B. Fluhrer

B. Fluhrer was thanked for her 3 years as Honorary President. There will be an outdoor presentation at Lake Ontario Park at 1.30 this afternoon to present the awards in person.

11. NOMINATING COMMITTEE REPORT & INSTALLATION OF THE 2022-2023 BOARD OF DIRECTORS

S. Fletcher, Chair of the Nominating Committee, presented the list of those members who have agreed to serve on Council for the coming year. She thanked the members of the Board & Council who have agreed to continue, welcomed C. Reynolds to the Board as Vice-President and thanked S. Thomas for taking the role of Interim Vice-President over the last 3 years. At this point, H. Breck stepped down from the Chair and asked S. Thomas to present the new Slate of Board members. Nominations from the floor were requested and, there being none, the new Board was declared duly elected and installed by taking the oath of office.

H. Breck then resumed the Chair.

12. THANKS:

President, H. Breck, thanked everyone for attending through Zoom and hoped next year we could meet in person. She thanked S. Fletcher for all the work she has done as acting Auxiliary Assistant in the filing and keep of records, arranging the Zoom Meetings and her many contributions that keep the Auxiliary operating smoothly.

13. ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:58 a.m.

H. Breck
President

M. Manders
Secretary

ANNUAL REPORT 2022 - 2023

PRESIDENT'S ANNUAL REPORT

Heather Breck

It has been a challenging year for the members of the Auxiliary but, despite the ups and downs of Covid, we have managed to remain resilient and relevant. I want to thank all the members for their continuing support and commend everyone for their flexibility and hard work to maintain our activities and support the KGH community.

The Cafe, Tuck Shop and Gift Shop have continued to operate smoothly thanks to the strong leadership of the managers and convenors and with the help of a loyal staff and volunteers. Although most fundraising activities are still suspended, the 2022 Teddy Bear Campaign successfully raised \$24,000 and distributed hundreds of bears to the youngest patients at KHSC. We continue to operate out of our office on Connell 1. Our treasurer and past president have continued to manage our financial and administrative duties on-site as well as remotely via Zoom meetings.

Thanks to everyone on the Board, we have been able to conduct Auxiliary business efficiently over Zoom and by email. We now look forward to meeting in person again as some of the restrictive Covid protocols have been revised. Jill Holland-Reilly, Director of Volunteer Services, has been essential in guiding us through the changes of the past few years.

As my term as Auxiliary President comes to an end, I want to express my sincere thanks to everyone who has supported me, advised me, and encouraged me in this position. It was an honour to work with all the dedicated members and become a part of the legacy of the meaningful work and contributions of the KGH Auxiliary

ARTISTIC OUTREACH

Convenors - Jean Fraser & Marilyn Bennett

Artistic Outreach is a program established at KGH by the Auxiliary in 2005 where volunteers place artwork in the rooms of long-term care patients. We normally visit patients on a regular basis and change the pictures when requested, but due to the pandemic, volunteers have not been in the hospital, and so the program continues to be on hold.

AWARDS

Chair - Sandy Thomas

The Awards Committee met on zoom a few times in April 2022 to discuss members eligible to receive an Award at the Annual Meeting held on June 27, 2022, and to consider the possibility of having an in-person presentation. Several members were eligible, and the committee supported the following:

CERTIFICATE OF APPRECIATION

Lori Martins

Chelsea Reynolds

AWARD OF MERIT

Brenda Bartlett (Long Service)

Mary Johnston (Leadership)

Karen Kitney (Long Service)

Carol Wade (Long Service)

MRS J C CONNELL AWARD

Bev Fluhrer

HONORARY PRESIDENT

Judy Strahan

Following the AGM, we were able, with permission from the hospital, to make the presentations in person outdoors at Lake Ontario Park. The committee and awardees, as well as Volunteer Services and hospital staff and a few members and family, were in attendance. It was a beautiful day, and everyone seemed to enjoy being together for this happy occasion. Congratulations to all the award winners and my sincere thank you to the Awards Committee members for their dedication and knowledgeable advice.

They are Barb Arniel, Bev Fluhrer, Betty Ann Wilson, Sandra Fletcher, Lorraine Coull, Heather Breck and Jill Holland-Reilly, Director of Volunteer Services.

ANNUAL REPORT 2022 - 2023

CAFÉ

Convenor – Shirley Hicks

Remember as a kid playing on a teeter totter? Up and down. Up and down. A bump at the bottom and push and you were back up to the top.

That is what the first part of last year was like. We were still in severe Covid regulations. Although we were an essential service, there were few visitors due to restrictions on the floors; getting supplies delivered was not an easy task; few tables and chairs were allowed in our seating area with large plexiglass sheets in between; staff who were also getting Covid and having to take time away to recover and isolate. That was our bump at the bottom of the teeter totter.

Then, November arrived, and restrictions were slowly being lifted. Thanks to a giant push from our staff, the teeter totter was on the way back up again. More visitors were allowed, and we were able to increase the number of tables and chairs a little bit. Suddenly, our staff had to figure out how much food they might need for this new reality and how many more staff we might need to cover shifts that used to be covered by fewer people. New specials, different baked goods, interesting new prepackaged items were quickly sourced and offered for sale.

Many thanks go to our dedicated Café staff under the leadership of our Café manager. A special thankyou to our loyal Café Committee members who have been meeting regularly via Zoom for the past year.

We are looking forward to a profitable year ahead and welcome the chance to leave the teeter totter in the playground where it belongs.

CONSTITUTION

Chair – Sandra Fletcher

There are no proposed amendments to either the Constitution or the By-laws.

CORRESPONDENCE

Elected Member #1 - Lorraine Coull

Over the past year and up until March 31, 2023, I have sent out 7 sympathy cards and 1 special Birthday card.

FAMILY SERVICE

Convenor – Sandy Thomas

In September of 2022 the Family Services Area on Connell 7 was permanently closed to Family members of those in the ICU due to a need to create more patient beds at KHSC. The area was vacated and is now office space as it was deemed not suitable for patients due to not having the necessary elements to operate a ward. Overflow patient spaces were created elsewhere in the hospital formerly used as office space. We were all saddened by this development in an area that was very much appreciated by so many families since it was initiated by Shirley Abramsky over 20 years ago. Wonderful expressions of thanks have been received over the years from grateful family members who have stayed in this area. A hotel in town now offers reduced stay rates to families of KHSC patients.

The furniture on the unit was donated to a Charity and all other items were delegated, donated or stored. A program was started early in the pandemic supported by our Auxiliary Gift Shop Manager at the hospital's request. This supplied patients, who came into hospital on an emergency basis when no visitors were allowed, with clothing and toiletry needs. This initially involved making up individual bags containing necessities for patients. This need has dramatically decreased since visitors have been allowed back into the hospital and there are fewer out of town transfers. The initial program now provides a supply of these items that can be accessed by Social Workers whenever they are made aware of the need. The Auxiliary has taken this project on as a continuation of Family Services and so family members are included whenever they have similar needs. Items have now been purchased by the Auxiliary. Re-evaluation of the current approach will be made over the next year to decide on how to proceed.

FUNDRAISING

Co-Chairs - Jean Fraser and Heather Breck,

The bus trip to Stratford, Spring Fling Bridge, and the Christmas Bazaar were still suspended due to Covid. It is hoped that these activities will resume in

ANNUAL REPORT 2022 - 2023

the coming year as the restrictions for meeting in groups are being revised.

The Teddy Bear Campaign raises funds for pediatric equipment at KGH and distributes hundreds of bears to pediatric patients at KGH, HDH, and at the Weeneebayko Hospital in Moose Factory. Fortunately, we were able to present the 2022 campaign but, unfortunately for the third year, we had to follow procedures put in place to accommodate Covid restrictions. The campaign launched in November at the Royal Canadian Legion 560 on Montreal St. The Legion and their Ladies Auxiliary have been long-time supporters of the Teddy Bear Campaign and for several years they have provided the funds to purchase the bears. This year's 'Sentiments' bear helped us raise \$24,000! Using funds from the 2022 campaign and surplus funds from previous campaigns, we recently approved the purchase of a Transcutaneous CO2 Monitor (\$34,000) and 3 Sleeper Chairs (\$14,000) for the Pediatrics Department on Kidd 10 at KGH. Over 19 campaigns we have raised nearly \$481,000 in support of pediatrics at KGH and, as we launch the 20th Anniversary Teddy Bear Campaign in November 2023, we hope to surpass \$500,000. Thanks to everyone who has contributed to the success of this fundraiser over the years. We look forward to another successful campaign in the fall and, perhaps, the return to some in-person events.

GIFT AND TUCK SHOP

Convenor – Merna Manders

The Gift, Tuck, and Online Shops have had a successful year despite reduced hours and the restricted number of visitors for part of the year due to Covid Protocols. The Gift Shop is open 9:00 a.m. to 3:00 p.m. five days a week and the Tuck Shop is open 7:30 a.m. until 3: p.m. five days a week. The Gift Shop is currently staffed with 1 staff member and 7 volunteers. Beautiful new seasonal fashions have been added along with coordinated jewellery, handbags, and scarves. Toys, books, gifts, and baby departments all introduced new and exciting items for every season and occasion. Our talented volunteer knitters continue to create beautiful sweaters, dresses, and blankets in lovely colours and textures. Our Tuck Shop, too, has done very well this

year. Pastries, sandwiches, and wraps, supplied by "The Golden Rooster", Kingston, continue to be very popular.

(shop.kingstongeneralhospitalgiftshop.ca), our On-line shop, is appreciated by patients and especially family and friends who live at a distance and are unable to visit. I would like to thank those who work so creatively and passionately to make the Gift/Tuck/Online Shops very successful. Their creative insight keeps all the displays looking new, bright and attractive. I would like to thank our manager, buyers, office staff and the volunteers for working as a team in continuing to make our Shops successful supporting the work of the Kingston General Hospital Auxiliary.

HOSPITALITY

Special Officer – Brenda Bartlett

Due to the pandemic, all Auxiliary Board and Council Meetings and the Annual General Meeting continue to be held on Zoom.

HUGS PROGRAM

Gloria Pivnick & Judy Strahan Co-
Convenors

HUGS (Helping Us Grow Strong) is a longstanding and successful program devoted to providing a good start for mothers and their newborn babies. A gift bag is prepared that usually contains a blanket, sweater and hat and sometimes a handmade toy, a Field of Miracles pamphlet and an Auxiliary card. The nursing staff on Kidd 5 give these to the mother upon discharge from KGH. We also have a good supply of gently used clothing suitable for babies (e.g., onesies, sleepers, and outfits) that can be included where the need is greater. HUGS relies on the generosity of many community groups, quilting, knitting and crocheting groups, and talented individuals who donate their work to the program. If a blanket or quilt is not suitable for a baby, Social Work is happy to accept these for older patients.

This program continues to be a strong link between the hospital and the community. It connects them to others and babies all the way to older patients, so is a win for everyone involved.

ANNUAL REPORT 2022 - 2023

MEMBERSHIP

Special Officer – Lorraine Coull

We have 170 Auxiliary members. Between April 1/2021 and March 31/2022, we gained one new member. Sadly, two members has died, with two retirements.

MILLENNIUM ENDOWMENT FUND

Chair – Heather Breck

The Endowment Fund was one of the ways in which the Auxiliary chose to mark the new Millennium. Fund raising commenced in 2000 with projects over and above the usual fundraising activities of the Auxiliary. The endowment fund was established in 2003 with a gift of \$200,000 from the Auxiliary.

All recipients are required to meet established criteria. Bursaries are given to support education programs which will enhance patient care at Kingston General Hospital. One KHSC staff member received a bursary in 2022.

Amount distributed to date: \$110,727.

NEWSLETTER

Special Officer – Theresa Hill

With the guidance of KHSC, the safety and well-being of our members is always foremost in our minds. This has led to another year of ZOOM meetings in place of ‘in person’ gatherings. Therefore, the Newsletter continues to be the Auxiliary’s primary vehicle for keeping members informed of the activities of the Auxiliary, its members and the hospital. As the Newsletter is issued mainly by email (except for those who do not have this service), if you know of someone who has not received their Newsletters, please leave a message on the office phone. Once again, a big thank you is due to Sandra Fletcher for organizing the email and postal distribution of our Newsletter.

NOMINATING

Chair – Sandra Fletcher

The list of those members willing and able to serve on the Board and Council is attached to this report. Fortunately, all the current members agreed to continue in their designated role. Unfortunately, we have not yet found anyone willing to take on the role of Vice-President, but we continue our search. The Nominating Committee is thanked for their work in recruiting and retaining these people.

POLICIES AND PROCEDURES

Chair – Sandra Fletcher

The Policy and Procedures committee met by Zoom. There were a few updates to some of the policies, and the Committee recommended to the Board the annual increases for the salaries of our two managers.

SECRETARY

Merna Manders

During the year 2022-2023, as Secretary of the KGH Auxiliary Board of Directors, I have attended 3 General Membership Meeting, 3 Board of Directors’ and Council Meetings, 5 Board of Directors’ Meetings, 5 email approvals, 1 Policy and Procedures Meeting and 1 KGH Auxiliary Annual Meeting. Due to the restriction on group gatherings due to continued Covid-19 protocols, the meetings were conducted via Zoom. I would like to thank our Acting Auxiliary Assistant, Sandra Fletcher, for her work in filing, readying the minutes for our meetings and organizing the Zoom meetings. Approved copies of all General Membership Meetings, Board of Directors’ Meetings, Board and Council Meetings and the Annual General Meeting are kept on file in the Auxiliary Office.

ANNUAL REPORT 2022 - 2023

KHSC INTERIM DIRECTOR OF VOLUNTEER SERVICES

Alan Archer

As another fiscal year ends, we begin to see many of the COVID-19 pandemic responses lift across Kingston Health Sciences Centre. After 3 long years, we again see the smiles of on-site volunteers, and rejoice in the return of even more individuals and roles to Volunteer Services. It has been a 'long haul' and we are grateful for the unfailing support of the KGH Auxiliary throughout the pandemic. You have maintained many essential services, re-built other services more recently, and remained steadfast in your commitment to supporting patients, visitors, family members, staff, and fellow volunteers. We are immensely grateful for your commitment, and your ability to adapt to Infection Prevention & Control and Occupational Health & Safety directives throughout another year. We know it has not been easy but you remained resilient and pivoted your resources where required. One such example of this is the Connell 7 Family Services Area. After more than 20 years of providing safe and comfortable accommodation to families of critically ill patients, KHSC made the difficult decision to close this service. The KGHA Executive was able to work through this challenging process, grieve the loss, and celebrate the impact this service had on so many in our catchment area. On their behalf we thank you! On November 29, 2022, through the wonders of technology we gathered via ZOOM for the Ontario Volunteer Service Awards. Heather Breck (20 years) and Sandra Fletcher (25 years) were the KGHA members (along with other KHSC volunteers) who were honoured by the Government of Ontario at this ceremony. Congratulations and thank you!

Other highlights of the past year included another successful Teddy Bear Campaign, the HUGS program continuing to meet the needs of patients from birth through to our most aged, clothing & toiletries supplied through Social Work remain well utilized and appreciated. We were also thrilled to welcome volunteers back to the Tuck Shop this year! As of April 30, 2023, we have 7 volunteers active in the Gift Shop and 3 in the Tuck Shop. Recruitment continues in these and other KGHA volunteer roles.

Within the department of Volunteer Services, several short-term contracts helped us continue to respond to pandemic needs. These included offering Virtual Visits and Virtual Playground to patients, the return of Staff Wellness Visits with St. John Ambulance Therapy Dogs, ensuring volunteers received fulsome role specific training on protecting themselves and patients, and, of course, navigating the volunteer re-engagement steps. We wished our Secretary, Carol Botting, well as she headed off into retirement following a long career at KGH site. We enter this fiscal year anticipating the return of Kim Kelly to the Coordinator role after more than 2 years away. We also await news on the return of Jill Holland-Reilly to the Director position.

Active Kingston General Hospital Auxiliary Members who received KHSC recognition in Fiscal Year 2022 are as follows:

Lori Martins 5 years
Mary Johnston 10 years
Shirley King 10 years
Julie Gravonic 15 years
Karen Kitney 15 years

ANNUAL REPORT 2022 - 2023

Sandra Fletcher 25 years

Jean Fraser 25 years

Linda Patry 25 years

Marjorie Musgrave 35 years

We look forward to seeing even more volunteers find meaning supporting the mission of Kingston Health Sciences Centre and the Kingston General Hospital Auxiliary in the coming year.

SLATE OF OFFICERS AND COUNCIL MEMBERS

BOARD OF DIRECTORS 2023 – 2025

President	Chelsea Reynolds	Vice-President	Vacant
Treasurer	Mary Johnston	Elected member (1)	Lorraine Coull
Secretary	Sandra Fletcher	Elected Member (2)	Merna Manders
Past-President	Heather Breck		

MEMBERS OF COUNCIL 2023 – 2025

STANDING COMMITTEE CHAIRS

Awards	Sandy Thomas	Fund Raising- Co	Heather Breck
Constitution	Sandra Fletcher	Fund Raising- Co	Jean Fraser
Finance - Co	Mary Johnston	Nominating	Heather Breck
Finance - Co	Vacant	Policies & Procedures	Sandra Fletcher

CONVENORS OF SERVICES

Artistic Outreach - Co	Jean Fraser	HUGS	Judy Strahan
Artistic Outreach - Co	Marilyn Bennett	HUGS - Co	Susan Jellinck
Café	Shirley Hicks	Lottery Booth	Vacant
Family/Patient Support	Sandy Thomas	Special Care	Vacant
Gift Shop	Merna Manders		

SPECIAL OFFICERS

Hospitality	Brenda Bartlett	Newsletter Editor	Theresa Hill
Membership	Lorraine Coull	Paymaster	Ron Pushcar

MEMBERS AT LARGE

Barb Arniel	Joanne Santoni
Beverly Fluhrer	Betty Ann Wilson
Alice Robertson	

ANNUAL REPORT 2022 - 2023

CONTRIBUTIONS TO KINGSTON GENERAL HOSPITAL YEAR ENDED MARCH 31, 2022

EQUIPMENT & SERVICE PURCHASES

Phase 2 Redevelopment 5th Installment	300,000
KGH Departments	13,000
Teddy Bear Campaign – MediTherm Hyper- Hypothermia System/ Bilirubin Meter	22,017
Restricted Donations – NICU Web Cams, Bursaries	<u>10,206</u>
TOTAL Contributions to KHSC KGH site	345,223

PROPOSED CONTRIBUTIONS TO KINGSTON GENERAL HOSPITAL FROM REVENUE YEAR ENDING MARCH 31, 2023

Phase 2 Redevelopment 6th Installment	170,000
KGH Departments	6,000
Teddy Bear Campaign - Sleeper chairs/subcutaneous CO2 monitor/sundry equipment	84,840
Restricted Donations; Millennium Bursary	3,000
Total Proposed	263,840

Status of Pledge of \$2,500,000 to Redevelopment:

1 st Installment	2018	\$400,000
2 nd Installment	2019	\$435,000
3 rd Installment	2020	\$500,000
4 th Installment	2021	\$475,000
5 th Installment	2022	\$300,000
6 th Installment	2023	<u>\$170,000</u>
Total to date		<u>\$2,280,000</u>

Balance Remaining (1 year): \$220,000