



TAVISTOCK COMMUNITY HEALTH INC.

"Tavistock Community Health Inc. is committed to sustaining and enhancing accessible, accountable, high-quality health care services in response to community needs."

Welcome 2024 TCHI Board of Directors

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Introduction

Tavistock Community Health Inc. (TCHI)

- TCHI (Tavistock Community Health Inc) was developed in 2002.
- Made possible by community fundraising of \$1.4 million.
- TCHI became a non-profit community-owned organization designed to maintain the existing building, to relieve maintenance duties from existing Doctors to allow them to focus on patients, and to recruit new Doctors to the area.
- In 2021 the Doctors requested a meeting with the Board to discuss the financial and business end of the partnership. It was made known at the time that the Doctors wished to separate financial and banking duties from TCHI. At a meeting November 11, 2021 the particulars of the separation were agreed upon.
- The Doctors assumed all of their financial and banking duties early in 2022 under the business name of Tavistock Community Health (TCH), and with the transfer of the computer system to the physicians on December 31, 2022 a total separation was completed.
- TCHI owns the facility and maintains such, including property taxes, utilities (gas and hydro), garbage removal, lawn maintenance, snow removal, office cleaning, building insurance, furniture repairs and replacements.
- **TCHI Board of Directors includes:**
 - Chair
 - Vice Chair
 - Secretary
 - Finance
 - Communication
 - Facilities
 - Fundraising
 - Nominations

Tavistock Medical Centre Ltd (TMCL)

TMCL is a wholly-owned subsidiary of TCHI. As a result there is no active market for investment in TMCL and therefore these shares are recorded at cost. This is the Company that purchased the Shares from the Doctors in 2001 and is owned by the community and controlled by this Board. TCHI rents its operating facility from TMCL (for rent). TCHI receives a management fee from TMCL for managing the property.



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2024 TCHI Board Members

Doug Green	March 2025
Bob Galloway	March 2025
Frank Meconi	March 2026
Russ Huber	March 2026
Bruce Swartzentruber	March 2026
Keith Wagler	March 2026
Carolyn Kropf	March 2026
Dennis Kuepfer	March 2027
Bev Neeb	March 2027



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Roles & Responsibilities: Board of Directors

The Tavistock Community Health Inc (TCHI) Board of Directors is constituted as described in the articles of Incorporation and Bylaws enacted March 2010. Management of the Corporation is outlined in the Bylaws.

The following guidelines are intended to assist the Board in the execution of its responsibilities and powers. The Board is:

1. To support the mission statement of TCHI.
2. To seek to be informed about TCHI and its role in the community.
3. To help enhance the public image of TCHI.
4. To respect the difference between matters of policy and matters of administration.
5. To regularly attend meetings of the Board, discuss all issues frankly, and to abide by the will of the majority.
6. To put the interests of TCHI in its entirety ahead of the interests of any special group.
7. To be familiar with, maintain and respect the Board's rules on conflict of interest. To maintain the highest ethical standards and not allow any conflict of interest to interfere with the good governance of TCHI.
8. To maintain and respect the confidentiality of Board business and discussions.
9. To recognize that the Chair of the Board or his/her delegate is the primary spokesperson for TCHI.
10. To refer any request for specific information regarding TCHI's activities to the Board Chair.



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Description of Committees

Monthly Meetings Held the Third Thursday of each Month with summer Months off (July & August)

You are expected to be active on at least Two Committees listed below & serve at least a term of 3 years

Finance: Maintain an Operating & Capital Budget, review monthly reports sent by the Accountant & Bookkeeper.
Review Banking arrangements & Investments coming due
Review YE Financial Statements to Operating to ensure Consistency
Donations (keeping track of what we receive through PayPal & Canadahelps.org & Benevity)
looking after emails that are received through info@tchi.ca

Liaison: review the Leases supported by a breakdown of the Building expenses.

Communications: website updates, advise on annual meeting 10 days prior - sent to the Newspapers in surrounding area

Facilities: Maintaining Building & property ensuring work is getting done – snow removal, lawn care & if work needs to get done sourcing it out. (Capital costs Roof, Heating & Cooling, Parking lot, generator, interior (carpets, Paint, waiting room, examining rooms, office furniture)

Fundraising: Ways to promote TCHI for donations reach out to service clubs, corporate sponsors, programs to apply for new capital projects

Nomination: Recruit directors willing to volunteer their time on behalf of community