


<b>Policy Name:</b>	<b>BOARD ACCOUNTABILITY POLICY</b>		
<b>Policy Number:</b>	<b>GOV-202</b>	<b>Formerly</b>	<b>BG-210</b>
 <b>West Elgin Community Health Centre</b>	<b>Creation Date: February 2000</b>	<b>Reviewed Date: October 2025</b>	<b>Approved by: Board of Directors</b>

## SUMMARY

The Board of Directors (the “Board”) and each Director are accountable to all of the West Elgin Community Health Centre’s (the “Centre”) stakeholders including without limitation, clients, staff and the funders, including Ontario Health West for the operations and activities of the Centre. As it evolves, it is expected that the Board will take on additional accountability requirements associated with the Elgin Ontario Health Team.

## PROCEDURE

In order to ensure such accountability the following procedures and processes shall be followed:

- All meeting minutes and resolutions of the Board and any Committees of the Board shall be prepared and approved in a timely manner and retained online and at the Centre’s main office as per GOV-220 Corporate Record Retention. Such Minutes shall be available to the Directors upon reasonable request.
- The Board will provide an Annual Report at the Annual General Meeting and such other reports as the Board may determine to be necessary or advisable.
- The Board shall ensure the provision of any report required by any funder, including Ontario Health West, or any other legislative reporting requirement, is made on a timely basis.