



MEALS on WHEELS
LONDON

GOVERNANCE REPORT

September 2022 to
September 2023



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OUR BOARD OF DIRECTORS

President
Diane Silva

Vice-President
Brian Costigan

Treasurer
Jenn Costa

Secretary
Tony Crncich

Director
Tim D'Souza

Director
Paul Noon

Director
Penny Finneron

Director
Deborah MacIntosh

Outgoing Board Members
Paul Connor, Sally Bennett

New Board Members
Gary Lowe, Sara DeCandido and Lindsay
Cammalleri

MESSAGE FROM OUR LEADERS

Objective 1 Lead by Example: Elevate our organizational performance through collaborative, transparent and focused governance and management.

Meals on Wheels London is in its second year of our strategic plan and we have made significant progress. This governance report allows us to be transparent to our stakeholders and the public about changes made to governance because of the strategic plan and outside factors.

Our strategic plan had five key objectives and the 1st made governance and this report a priority.

Mandate/Roles and Responsibilities

- The leadership team continues to lead this process with feedback and direction from our Board of Directors.

Our commitment

- To be transparent, accountable and forthright through this report.
- To add a Diversity, Equity and Inclusion lens to all of our work.
- To continue to reach out to communities who are underrepresented in all MOWL roles.



Staff from the Co-operators Insurance company joined us for the United Way Day of Caring on June 8th, 2023

OVER THE PAST YEAR

01. NEW BOARD MEMBERS

This year Meals on Wheels London (MOWL) welcomed three new board members. Our governance and terms are set up for succession planning and knowledge transfer. Our orientation process is now in its second year and is robust and encompassing all MOWL processes and procedures.

02 Ontario Non-Profit Corporations Act -

Updates to By-Laws and Governance Policies and Procedures

As mentioned in our last governance report MOWL has been working towards being compliant with the Ontario Non-Profit Corporations Act that came into effect on October 19th, 2021. Non-profits were provided 3 years from that date to make appropriate changes. With legal consultation MOWL has updated its governance by-laws, policies and procedures as per the legislations requirements. However, not many changes were required as MOWL made its own update in 2019.

This process was updated to ensure that all non-profits are transparent and seek appropriate input from the public. . Our by-laws and governance policies and procedures are available for review at anytime upon request.

03. Board Evaluation & Committee Terms of Reference

MOWL has a process where the board evaluates its performance annually. Last year was the first year for this and the board conducted it again this year. This is important as it helps the board to identify areas of improvement, training required and provides a chance to step back and look at the organization objectively.

As committees were new last year they also conducted their first evaluation and reviewed their terms of reference. These committees have been a great addition to our organization as they allow for deeper discussion and outside expertise.

OVER THE PAST YEAR

0.4 Adjusted Recruitment Process

A focus across the organization has been to ensure that we examine all recruitment processes for board, volunteers and staff with a diversity, equity and inclusion lens. It is important that we emphasize the changes made last year to ensure that individuals can self-identify which groups they belong to. MOWL must strive to ensure representation of our community is a priority.

0.5 Updated our Financial Policies

MOWL reviews and updates these policies regularly. This is to ensure compliance with any legislative changes but also to ensure we are dutiful with the funds entrusted to us. In relation to our governance, our finance committee reviewed these policies and made recommendations which were approved by our board.

NEXT STEPS

Putting it into practice

We have taken big steps in the past few years to ensure our governance is current but also reflective of our community need. In the next year we will:

0.1 Make a conscious effort to reach out to groups that are underrepresented at our table. Whether board or committee our team is committed to reaching out to ensure that the public is aware of the opportunity to participate.

0.2 While our board has been given the fundamentals in governance, an update is always welcome. Our board and leadership team will participate in governance training to better understand its role and ensure its equipped with the appropriate tools.

Putting it into practice

0.3 Continue our annual evaluation of our activities. This is important as our organization needs to regularly step back and look for areas of improvement. This is further a focus as we head into the final year of our strategic plan.

0.4 Continue the work of our committees. The committees have helped our organization govern better as we can focus on important projects and seek board and external expertise.

0.5 This year we updated our succession plan for our board of directors and staff. Life presents us with many changes and having this plan in place will help guide us to allow for a smoother transition.

Thank you to everyone that makes MOWL possible!

You can contact us at anytime with questions

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