

Minutes of the Annual General Meeting of the Emmanuel Seniors Living Society

*Held Monday, May 17, 2022, 7:00 p.m.
Emmanuel Home, 13429- 57 Street, Edmonton, Alberta*

1. *Opening:* CEO Darren opened the meeting with a Scripture reading from Psalm 24, and prayer.
2. *Introduction of Board Members:* Peter Jonkman introduced the Board members present: Bert Kamphius, Anko Buwalda, Hilda VanVeen-Gritter, Coby Benoit, Andrew Yskes, Absent with notice: none. Absent without notice: Tony Vandermeer, Allan Brennan. Approximately 60 members were present to achieve quorum.
3. *Minutes of 2021 AGM:* Secretary Anko Buwalda presented the minutes of the May 31, 2021, Annual General Meeting. **Motion seconded and carried: to accept the minutes of May 31, 2021, AGM as recorded.**
4. *Auditors' Financial Statements:* Curt Friesen, our auditor, presented the 2021 audited financial statements.

Question: Why are the payroll expenses down for 2022 compared to 2021?

Answer: As the Pandemic ends, the reduction of staff needed for the areas of screening, and additional housekeeping reflects the decrease.

5. *CEO's Report:* Darren Sinke presented his report.
 1. We are encouraged about the progress in the easing of restrictions and pandemic management requirements, but we also need to acknowledge the impact the past couple of years has had on Emmanuel Home
 2. The North Wing is full, and residents are very pleased with their suites. The common area has been a tremendous blessing, especially during Covid!
 3. Emmanuel Home currently employs 77 people, the largest staff group ever. Long term service awards were highlighted:
 - Aria Klynn-Hesselink – 15 years
 - Brian Dunn – 10 years
 - Maya Ellis – 10 years
 - Natasha Siebert – 10 years
 - Alicia Emsley – 5 years
 - Riziki Mchimbwa – 5 years
 4. Construction on the Lighthouse – A Christian Seniors Community, will begin in June.
6. *2021 Budget Presentation:* Henry Baker, Director of Finance, provided some information and explanation on the budget. Overall. The approach taken was balanced between fiscal responsibility and providing good service. Inflation is a concern, and the expenses are rising, however management is doing a good job in keeping costs down when possible.

Q: What was the percentage of the rent increase?

A: 3% Two years ago, we had no increase, and our approach is slow increases so that adjustments can be made by the residents.

Q: Do we have a chaplain?

A: We do not have a chaplain yet. The previous interviews did not produce any candidates that fit. The

budget line is there as the hiring continues to be a goal.

Q: Is there going to be a possibility for higher care?

A: The design for the next build will be a copy of Emmanuel Home, and the same type of care service will be provided. The long-term care support of health is complex and difficult to answer. However, the conversation is there, and it is considered continually. Emmanuel Home prolongs as much as possible the transition to higher level of care, and we do more than most. This approach allows control, if you venture into LTC, that control is now in the hands of AHS.

Q: Where did the revenue from Resident Services go?

A: Part of that was from the supportive living program. Since that is no longer in place, we are starting to charge for those additional services, like housekeeping.

7. Board Nominees: Peter Jonkman presented the nominees for the Board. Anko Buwalda, Bert Kamphuis, Hilda VanVeen-Gritter. The Board would like continuity and present these names. Nominations were called from the floor, none received.

The three candidates will fill 3 vacancies and were elected by acclamation.

Motion Seconded and Carried: to accept the nominees as presented.

8. Question Period/Comment Period:

Q: Concern and question of safety, that the night attendant is no longer there.

A: Safety is our top priority. The challenge of how many people should be actively working, and the number of times these concerns are occurring. There is one person working who is trained to respond, and one on call to back up that person. We will never be able to capture everything, but the feedback is appreciated and taken.

Q: Where did the door tags go? I liked them and was very happy to have them.

A: Door tags are there for a sense of security and are an informal option.

Q: Could we get an emergency phone in the common area?

A: Thanks for this suggestion, we will consider it.

Q: What is the plan for the East lawn at the back of the property?

A: No plans for now, allowing time for the trees to grow.

Comment: I have noticed that on Saturday and Sunday it is very quiet and the place seems to shut down.

A: Good comment. It is a different pace on the weekends, and this comes down to staffing. Pre-Covid there were some Recreation programs.

9. Board member, Peter Jonkman thanked the retiring Board member: Pan Zhang for her service. The Board will continue with the current amount of members but is actively seeking a specific new member that has experience in finances, and is female to ensure equal perspectives.

10. In Closing, Darren thanked everyone for attending and closed in prayer.