

# CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

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## *Emmanuel Home Board Agenda*

*February 27, 2019  
7:30 pm*

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| 1.  | Opening and welcome and Roll Call:<br>a. Regrets: Allan Brennen, Bert Kamphius, Mary Velthuisen  | Kelvin             |
| 2.  | Additions to the Agenda:   |                    |
| 3.  | <b>Motion to approve</b> minutes of the January 30, 2019 meeting.  |                    |
| 4.  | Business Arising from Previous meetings/Unfinished Business:<br>a. Anymore Policy information?<br>b. Meeting with Tini Oort – (January - 2019)<br>c. Possible Board nominees<br>d. Resignation of Harry Vriend – <b>Motion to accept</b> |                    |
| 5.  | Executive Director's Report:   | Darren             |
| 6.  | Treasurer's Report:  | Henry              |
| 7.  | Health Care Committee Report:  | Ebline/Mary        |
| 8.  | Steering Committee Report:   | Bert/Darren        |
| 9.  | Building Committee Report:   | Darren/Evert       |
| 10. | LifeLease Committee Report:  | Darren/Allan/Henry |
| 11. | Neerlandia Seniors Home Report:  | Kelvin/Darren      |
| 12. | New Business:<br>a.  | Kelvin             |
| 13. | Correspondence:<br>a. Correspondence between Board and Brad Kotowich – <i>attached</i>   | Anko/Darren        |
| 14. | Round Table:   |                    |
| 15. | Closing Prayer by <i>Evert Vroon</i>   |                    |
| 16. | In Camera  |                    |

## CORRESPONDENCE – Board and Brad Kotwitch

Thank you very much for the email Anko and for updating me on the Board's response to my recommendations. I will work on the following and once completed will send to Darren and the Board for consideration:

1. Board & Executive Limitations with respect to purpose and functional role.
2. Terms of Reference for Strategic Planning Committee

These should be ready for review by middle of the week next week (20<sup>th</sup> of February or so).

In the meantime, please do not hesitate to contact me should anyone have questions.

Regards,  
Brad

**Brad Kotowich** Principal

[brad@focusedleadershipgroup.com](mailto:brad@focusedleadershipgroup.com)

Office: 780.417-3037 Cell: 780.983-4965

[www.focusedleadershipgroup.com](http://www.focusedleadershipgroup.com)



**From:** Anko Buwalda [mailto:atbuwalda@shaw.ca]

**Sent:** February 7, 2019 3:06 PM

**To:** Brad Kotowich | Focused Leadership Group <Brad@focusedleadershipgroup.com>

**Subject:** Thank you!

Dear Brad:

On behalf of the Board of Directors we appreciate the update on your activities.

This information was shared with the Board at their regular meeting on January 31, 2019.

In response to your report we offer the following for your consideration.

We agree with your recommendation to allocate the dollars reserved for a Board Strategic Planning session to the support of the leadership team and their continued development under the model that puts Darren at arms length from the day to day operations to pursue the Board plans for growth and expansion.

We like the idea of developing a Board Committee as per your recommendation.

We do have one caveat to that allocation of funds. We would like to engage your services to assist with the development of an Executive Limitation and reporting policy as this would fall in line with the ongoing plans we have for expansion and growth and to deal with your observation of being 'in the weeds' when it comes to some discussion items at our regular meetings. We leave the development of these details up to you.

In summary we appreciate your care and concern for the seniors who we have in our care. We are excited with what the future holds for the society and the individuals we serve filling the communal responsibility to care for the seniors in our Christian community by providing living facilities that enrich the quality of life.

Blessings,

Anko Buwalda  
Secretary Emmanuel Board for

Kelvin VanDasselaar  
President