

Executive Director's Report – August 2019

1. Residents

- a. 2 residents passed away this week

2. Staff

- a. Jane Beck, Kitchen & Housekeeping Manager, retired in July, after 27 years of employment at Emmanuel Home. A retirement party was held for her in early August.
- b. Pat Groot, Finance Manager, gave notice of her resignation. We haven't set a final date quite yet, as she wants to help with a smooth transition. The job posting will come out on Monday.
- c. Kassy Dunn was hired as our new full-time Receptionist in early August.

3. 2020 Budget Planning

- a. Budget planning has been underway for a number of weeks now, to stay ahead of the North Wing planning. Laura & Donna, in their new roles, are getting up to speed on their departments and related budgets. The budget itself, in terms of operating the existing Emmanuel Home, isn't too complicated. The work we have to do is in forecasting the North Wing expenses, and then adding in potential Life Lease scenarios.
 - i. Look for the draft budget to be put forward in the October Board Meeting.

4. Life Lease

- a. Documents are still at the lawyer's office, and we are close to them being drafted. Between summer holidays and a few back and forth discussions about details, it's taken a fair bit of time to make progress on them. But, I anticipate the documents to be ready soon for Board review.

5. Chaplaincy

- a. Coby Benoit and I have been discussing chaplaincy at Emmanuel Home, and for our greater Society, with Trinity CRC.
- b. While there is a healthy discussion to be had about parameters that should be set in place, and potential hurdles that may arise, I am confident that the pursuit of funding to support a chaplaincy pilot program at Emmanuel Home would be a worthwhile trial.
- c. Under the ministerial supervision of Classis Northern Alberta, but as an employee of our Society, we can demonstrate to our membership that we remain committed to our Christian foundation and principles while we pursue growth.
 - i. Of course, chaplaincy isn't the only way to demonstrate that commitment. But, I think there's a real opportunity here!