

Executive Director's Report

February 2017

1. Residents

- a. 3 residents currently in hospital
- b. 1 resident was moved from an East Wing suite into one of our own Supportive Living suites!

2. Staff

- a. Joyce VanEssen (Finance Officer) will be retiring in late May. Will be posting the job description and accepting applications in a week or two.

3. Sprinklers

- a. I have secured two grants, totaling ~\$400,000, to put sprinklers in the West Wing. Project schedule is TBD, but hopefully completed this year.

4. Expansion

- a. I am working on a CMHC grant application for a \$50,000 grant and up to \$200,000 interest free loan to help with the soft costs of the expansion discussion.
- b. Open House feedback is being tabulated as it comes in, I will email out the results as soon as I have them completed.
- c. Site survey and soil testing are under way this week.

5. Website

- a. Project is well underway with Starburst Creative to build the new website. There is a lot of work to do, but we are making good progress and are on schedule.

6. Miscellaneous

- a. Week long class (Conflict & Dispute Resolution) is scheduled for April 26th-May 2nd
- b. Kitchen Dishwasher seems to be acting up. It's 10+ years old, so you may hear from me if we need to buy a new one.
- c. Photographer and 'Visual storyteller' scheduled to come on site in May to do some work for us to create a variety of marketing materials
- d. Society Membership Drive will begin in March.