

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting held August 29, 2018

Board Members: Kelvin Van Dasselaar, President; Ebeline Zee-Hawtin, Vice President; Henry Baker, Treasurer; Anko Buwalda, Secretary; Bert Kamphius; Mary Velthuisen; Allan Brennen; Harry Vriend; Evert Vroon. Executive Director: Darren Sinke

Roll Call: Present: Kelvin Van Dasselaar, Henry Baker, Bert Kamphius, Allan Brennen, Evert Vroon, Harry Vriend, Ebeline Zee-Hawtin, Darren Sinke. Regrets: Anko Buwalda, Mary Velthuisen

1. Opening: Kelvin welcomed everyone, read a devotion based on Psalm 20: 6-9, and opened with prayer.

2. Additions to the Agenda:

New Business: a. Salem Manor, Leduc

3. Minutes of June 27, 2018 Board Meeting were reviewed as circulated.

Motion to accept the minutes of the June 27, 2018 seconded; carried.

4. Unfinished Business

a. Set date for Policy meeting

i. Kelvin reported that he has been in touch with Brad Kotowich, Focused Leadership Group, to discuss his potential as a facilitator for our next meeting as board to review policies and planning strategies. Kelvin, Darren and Ebeline will arrange to meet with Brad Kotowich and report back to the board at the September meeting.

ii. Discussion also centred around the role of a facilitator and the need/desire for such a role to be filled by a person of the Christian faith. Other proposed names should be given to Kelvin for consideration.

5. Executive Director's Report: Darren presented his report. *(full report on the EH portal)*

a. Darren noted that a previous resident is now in one of the Supportive Living units which is positive for all involved.

6. Treasurer's Report: Henry presented his report. *(full report on the EH portal)*

a. Henry explained the GST issue in detail; he is always available to answer individual questions.

b. Darren explained the monthly process from invoice received to payment made.

7. Health Committee Report:

a. There has not been another meeting.

b. Ebeline noted that the EH Web Site states one of the west wing suites has been designated for End of Life Palliative Care and asked about the suggestion made for Respite Care; Darren said this suite is meant for either purpose and will check on the web site wording.

8. Steering Committee Report:

a. Bert stated there is nothing further to report.

- 9. Building Committee Report:** (*Expansion Planning & Update is pg.2 of ED Report on portal*)
- a. Darren noted night security may be needed sooner than anticipated due to stealing.
 - b. Snow clearing will be discussed with Trinity CRC.
- 10. Life Lease Committee Report:**
- a. No update, meeting to be planned soon.
- 11. Neerlandia Seniors Home Report:**
- a. Darren plans to meet with them in the next two weeks.
- 12. New Business:**
- a. Salem Manor, Leduc
 - i. Evert shared that a family member of a Salem Manor resident had approached him with a concern regarding the management of Salem Manor, and was there anything we could do to help named management be more effective in its role.
 - ii. After much discussion it was agreed that we as an organization are always willing to provide advice when asked, and there may be a potential to forge links with other Christian facilities.
- 13. Correspondence:** none
- 14. Round Table:**
- a. The question of a “designated smoking space” was raised – there is a temporary space in the parking lot for smokers; a permanent space will have to wait until the expansion is completed. This question also led to a discussion of cannabis use – for future consideration.
 - b. Darren has classes on Monday and Tuesday evenings this term.
- 15. Closing:** Harry Vriend closed in prayer and the meeting was adjourned.

Minutes submitted by Ebeline Zee-Hawtin

NEXT MEETING ON WEDNESDAY, 26, September 2018 AT 7: 30PM