

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting held August 28, 2019

Roll Call: Present: Anko Buwalda, Bert Kamphuis, Allan Brennan, Mary Velthuisen, Hilda VanVeen-Gritter, Kelvin VanDasselaar, Evert Vroon, Henry Baker, Darren Sinke. Regrets: Marjean Verseveldt and Laura Pothoven

1. *Opening:* Kelvin Van Dasselaar welcomed everyone, read a few verses from Philippians 2 and opened in prayer.
2. *Additions to the Agenda:* Development/Expansion Committee Terms of Reference and Membership document, new Board of Directors Directory and new pictures of new expansion.
3. *Minutes of June 26, 2019 Board Meeting* were reviewed as circulated. **Motion carried: to accept the minutes of the August 28, 2019 meeting.**
4. *Unfinished Business:*
 - a) *Brad Kotowich's meeting re- Governance Responsibilities:* Subcommittee members (Allan, Evert, Kelvin and Darren) met and presented the document. **Motion carried: to accept this template for all committees. Motion carried: to accept the Governance and Executive Limitations document as presented.** Documents are available on the portal.
 - b) *Policy Information:* Policy numbering completed. Policies at this point are for information purposes only. It's still a work in progress.
5. *Executive Director's Report:* Darren Sinke's full report is on the EH portal. Darren highlighted a few items and discussions ensued.
 - a) Chaplaincy
 - Darren reports that Classis Alberta North has funds that we might be able to access for a Chaplain.
 - Is there a need for this?
 - Pastor Rich deLange sent a letter and emphasized the need for a chaplain/pastor as he sees many needs and opportunities that go unaddressed among the residents at Emmanuel Home. Pastor Rich also noted that he provides pastoral care to Trinity members and attenders in the hospital and due to his workload with just members of Trinity, he has little time to reach out to the people at Emmanuel Home who are not part of Trinity. Pastor Rich also went on to say that the growing Emmanuel Home staff and volunteers might also benefit from the presence of a pastor on staff.
 - Comment was made that maybe we need to focus on relationships vs Bible study.
 - It was decided that we would leave this item with Darren and he will offer us further direction at a later date.
 - b) Steering Development/Expansion Committee
 - This needs to be setup as it would serve as a sounding board to the Board. All future growth would fall under this subcommittee. Committee would report on the various sites. It is suggested that this committee would be comprised of 3-5 people. This will be discussed further at our next Board meeting.

6. *Treasurer's Report:* Henry Baker reported that everything is going as expected.
7. *Health Committee Report:* No report.
8. *Steering Committee Report:* Darren reported on the Neerlandia site and on a possible site in the Inglewood area.
 - a) Neerlandia: 2 stories with possibly 32 units at a cost of approximately \$8 M. Land would be about \$150,000. Timeline:
 - Verbal offer decision on Sept 05.
 - Open Houses end of Sept/early Oct
 - Individual meetings for residents and supporters
 - Board decision by Nov 27
 - Nov 30 closing date
 - Shovels in ground by early 2020
 - Opening in Spring of 2021
 - b) Inglewood: Site is located at St. Albert Trail and 114 Ave. Lot size is 3.7 acres and could house 233 units. Private donor willing to purchase land and spend about \$7M. Developer is asking \$9.3M. Timeline:
 - Land deal
 - Market/Feasibility Study
 - Other donors
 - Design concept and building to take about 8 months
 - Construction to take about 24 months
9. *Building Committee Report:* Contractors are enjoying the dry weather. Drywalling has started. Darren is still waiting for an occupancy date. At present 9 suites still available in the North wing.
10. *Life Lease Committee Report:* No report.
11. *New Business:*
 - a) Request for a new Board of Directors directory – Darren to follow up with this.
 - b) Request for pictures of Expansion process – Darren to follow up with this.
12. *Correspondence:* Letter from Pastor Rich regarding a Chaplaincy program at Emmanuel Home as discussed in 7.a). Secretary will send acknowledgement of letter and thank him for his thoughts.
13. *Round Table:* Question was asked about a Christmas Social. This will be discussed at our next meeting.
14. *Closing:* Mary Velthuisen closed in prayer and the meeting was adjourned.

NEXT MEETING: WEDNESDAY, SEPTEMBER 25, 2019 AT 7:30 PM