

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting January 27, 2021

Roll Call: Present: Allan Brennan, Hilda VanVeen-Gritter, Anko Buwalda, Mary Velthuisen, Marjean Verseveldt, Margaret Verboon, Peter Jonkman, Darren Sinke, Laura Pothoven
Regrets: Kelvin VanDasselaar

1. *Opening:* Anko welcomed everyone and opened with reading from Jeremiah 29:11, Psalm 42:11, and Isaiah 40:31, and prayer.
2. *Additions to the Agenda:*
 - a. none
3. *Minutes of November 25, 2020 Board Meeting* were reviewed as circulated. **Motion carried:** to accept the minutes of the November 25, 2020 meeting.
4. *Business Arising from Previous meetings/Unfinished Business:*
 - a. Board Retreat Review with Brad Kotowich: The Board worked through and discussed the Sustainability Documents, while Brad provided insight and editing.
5. *CEO Report:* Darren presented his update report verbally.
 - a. COVID-19 Update: It has been a rollercoaster ride since mid-November, overall, everything is ok and we are managing, however everyone is tired.
 - i. The Vaccine emails and subsequent delivery have been up and down which has been frustrating, with that we are feeling the impact of being a small fish in a big sea. Vaccine opinions is varied but provides a sense of hope for our community.
 - ii. This has been tough, and we are seeing it in conversations with residents, family members and staff interactions. Especially while we get through January, it is cold, with no Christmas festivities, this has been our reality for a long time.
 - iii. The DSL's got their first vaccine shot, as well as some staff. The DSL residents are set to get second dose next week. Staff appointments have been pushed back by 2-3 weeks due to delays in vaccine supply. Recreation Staff has more moved into Support staff, due to limited activities.
 - b. Vacancy / Suite turnover / Move-ins: Impact of Pandemic is being felt with suite vacancies. We are seeing an increase in phone calls trickling in which is positive considering our status. The East Wing suites seem to appear middle ground with the highest vacancy.
 - c. AHS programs and conversations delayed until the summer.
 - d. Upcoming AGM: Present the new name of Society.
 - Name for the new Inglewood Building: recognizing Christian and senior culture.
 - Private Loan Program
 - Upcoming Board Vacancies. Coby Benoit expressed interest last year, she is noted as potential candidate. The Board also notes the need for a new Chair.
 - Bylaw Adjustment for Sustainability Documents.
6. *Treasurer's Report:* No Questions from the Board about the Statements.
7. Strategic Growth and Development Committee: no meeting held.

- a. Westend Update: The 7 million has been transferred from stocks and cash from our donor and is now in the bank. Subdivision of land is delayed; this is a result of dealing with the city and who we are buying the land from. Subdivision on the land must be completed, so we can officially purchase. We should see the lawyers drafting up the documents in the next month or so.

Once we have the land, we can apply for the development permit. Consultation needs to happen in the meantime. Design and constructional engineering in progress, Finance meetings in progress.

We hope to finalize everything late spring or early summer. When we have the design finalized, and the building plans to secure the financing. We intend to get loud in the community and ramp up our marketing efforts.

8. *New Business:* none.

9. *Correspondence:*

- a) Audit Engagement Letter: Signed by Kelvin, Board Chair.
- b) Audit Planning Letter: Received for information.
- c) Board Draft Fraud Letter: Received for information.

10. *Round Table:* none.

11. *Closing:* Marjean Verseveldt closed in prayer and the meeting was adjourned.

12. *In Camera*

NEXT MEETING: WEDNESDAY, February 24, 2020 AT 7:30 PM