

# Emmanuel Seniors Living Society

## Minutes of Board Meeting July 6, 2022

*Roll Call:* Present: Andrew Yskes, Anko Buwalda, Bert Kamphius, Peter Jonkman, Tony VanderMeer, Hilda VanVeen-Gritter, Coby Benoit, Allan Brennan, Darren Sinke and Henry Baker. Regrets: Laura Pothoven.

1. *Opening:* Bert Kamphius led us in opening devotions. Bert read from 1 Timothy 5:1-8 and read a devotional from “*Our Daily Bread*” and opened in prayer.
  2. *Additions to the Agenda:*
    - a. It was noted that the Minutes of the May 16 Special Board meeting were not available for this meeting and will be added to the agenda of our next Board meeting.
  3. *Minutes of the May 17, 2022 AGM were received as information. These will be approved at the next AGM.*
  4. *Business Arising from Previous meetings/Unfinished Business:*
    - a. A question raised at our AGM asking about the possibility of an emergency phone in the common area was referred to Operations staff.
    - b. It was noted that the Code of Conduct for Board members will be addressed at the next meeting.
  5. *CEO Report:* Darren presented his report.
    - Overall morale is good. Staff enjoyed a post-Covid party recently.
    - It was noted that EH had good reviews on Indeed, and applicants have mentioned they heard good things about EH.
    - High turnover lately. There are currently 8 vacant studio suites and 4 in two of the wings.
- Lighthouse:*
- Ground breaking at the Lighthouse site was held June 28. A good turnout
  - Financing for the Lighthouse is with the lawyers.
  - Budget work is on going
  - Foundation permits should be in place in the next couple of weeks.
  - It is hoped that digging a “BIG HOLE” will start within a week.
- Miscellaneous:*
- Maintenance projects on going
  - Attended SHSA and ASCHA meetings
  - Will be on vacation July 27 – August 05
- Summer Projects:*
- Marketing plan for studio units
  - Staff education catchup
  - Website refresh
  - Society branding

**6. Standing Committee Reports:**

a. Executive Committee:

i) Nothing to report.

b. Finance/Audit Committee:

i) It was reported that we might not make our budget this year. We could look at a \$100,000 to \$200,000 deficit and we need to look at addressing this now. It was noted that we are coming out of a difficult situation.

ii) **Motion carried:** As Board we are instructing our CEO to manage the deficit and try to get us back into a stable situation before the yearend.

c. Strategic Development Committee:

i) Nothing to report.

**7. New Business:** Review of Board Orientation Manual

- Daren led us through the various policies and documents. Both Darren and Laura will edit these more and present a final copy to the Board at a later date.
- Coby and Laura were thanked for all the work they put into getting these documents in order so far.

**8. Correspondence:** none.

**9. Round Table:** Peter shared that his sister's health is rapidly declining and is in palliative care. Allan shared that his sister is also not doing well and she too is in palliative care in England. Anko shared that his wife Trincy is again dealing with another bout of cancer. Her 5<sup>th</sup> cancer. Board members expressed their support and will keep all those in their prayers.

**10. Closing:** Tony VanderMeer closed in prayer and the meeting was adjourned.

**11. In Camera**

**NEXT MEETING: TUESDAY, AUGUST 30, 2022, AT 7:30 PM**