

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting held June 26, 2019

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

1. *Opening:* Kelvin Van Dasselaar welcomed everyone, read from Hebrews 2 and opened in prayer.

2. *Additions to the Agenda:* none

3. *Minutes of May 29, 2019 Board Meeting* were reviewed as circulated. **Motion seconded and carried:** to accept the minutes of the May 29, 2019 meeting.

4. *Unfinished Business:*

- a. *Brad Kotowich's meeting re- Governance Responsibilities:* Subcommittee (Allan, Evert, Kelvin and Darren) formed and scheduled to meet on July 18th, 2019. They will review the documents and present the finalized edition to the Board when completed.
- b. *Policy Information:* Policy numbering completed. Policies at this point are for information purposes only. There are obvious gaps present and it's a work in progress. The work to be done will be collaborative effort.
- c. Board Social scheduled for Friday, August 23 for dinner at Kelvin VanDasselaar's residence. Kelvins address is 18608-94th Ave NW, Edmonton.

7. *Executive Director's Report:* Darren's full report on the EH portal. Kelvin VanDasselaar presented report on Darren's behalf. Laura Pothoven assisted with answering questions.

- a) North Wing
- b) Health Care Audit- Congratulations to be given on behalf of the Board to Donna Callahan for her assistance and dedication in steering a successful Audit.
- c) Staff
- d) Business Planning
 1. Life Lease- Outcome is most beneficial for the resident. Emmanuel Home's advantage is being able to offer these services.
 2. Budget
 3. Neerlandia- It was noted that finances should be done per site, with the funding coming from the community where the site is located. The Boards approval of the project should be specific to what it is actually approving and not a broad term. Additional Board member representing new site will be required.
 4. Financial Options
- e) Miscellaneous
 1. It was noted from the Resident Meeting Minutes that the day is incorrectly recorded for the date of the meeting. Laura to fix this, she also provided general information on procedures for timelines on fixing resident maintenance concerns as well as Emmanuel Home's current approach for fixing Shaw television remote concerns.
 2. Discussion held on the Chaplaincy Program. The Board agrees that they are not fully comfortable to be the decision makers to enforce a chaplaincy. The resident's currently use own pastors from their own churches. Emmanuel Home is an independent living-based residence, the spiritual needs of the residents are a concern, but the depth of the services offered from the home needs to be carefully evaluated. The Board is confident they are on the right track for the depth of spiritual care with the services provided by

Tini, the Resident Support Coordinator. Evert Vroon recommended an additional volunteer that was willing to be available to the residents to enhance spiritual care visits, Laura to pursue contact with her, based on the volunteer program in place.

8. *Treasurer's Report:* CMHC Seniors Housing Report discussion held. Request if internet is being considered for the new North building? Tabled for future discussion.
9. *Health Committee Report:* No report.
10. *Steering Committee Report:* No report.
11. *Building Committee Report:* Windows currently being installed. The roof is not quite completed as rain has been holding up progress. The project is currently \$400,000 ahead of budget.
12. *Life Lease Committee Report:* Waiting for Darren's report. Evert would like his name to be added again to the committee, his name was unintentionally dropped from the previous agenda.
13. *Neerlandia Seniors Home Report:* no report.
14. *New Business:* None.
15. *Correspondence:* None.
16. *Round Table:* No report.
17. *Closing:* Hilda VanVeen-Gritter closed in prayer and the meeting was adjourned.

NEXT MEETING: WEDNESDAY, August 28, 2019 AT 7:30 PM