

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting held June 27, 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, Mary Velthuisen, Evert Vroon, Harry Vriend, Ebeline Zee-Hawtin, Darren Sinke. Regrets: Anko Buwalda, Allan Brennen

1. *Opening:* Kelvin welcomed everyone, read a Daily Bread devotion based on Colossians 3:17, and opened with prayer.

2. *Additions to the Agenda:* none

3. *Minutes of May 30, 2018 Board Meeting* were reviewed as circulated.

Motion to accept the minutes of the May 30, 2018 seconded; carried.

4. *Unfinished Business*

- a. *Toornstra letter:* letter has been sent, no response thus far, matter deemed closed
- b. *Board Social:* Final details discussed for Saturday, 7 July and maps distributed
- c. *Mission Statements previously distributed by Harry Vriend:* Will be discussed at Policy meeting to be scheduled in the fall

5. *Executive Director's Report:* Darren presented his monthly report

- a. In addition, Darren presented figures from the CHMC Seniors' Housing Report from 2017; looked at rent (we are app. \$1,000 less) and vacancy rate. Darren will put this report on the portal.
- b. Mary plans to attend Mrs. Buwalda's funeral and will provide a card on behalf of the board.

6. *Treasurer's Report:* Henry presented his report.

- a. Operations are all running as budgeted with a few surprises
 - i. kitchen spending more on groceries (\$7K year to date)
 - ii. utility costs lower than expected (\$20K year to date)
 - iii. Home Living is over budget by about same as Supportive Living is under budget (about \$20K each way)
- b. Bank should be ready to start advancing funds early in July which will bring back some cash for expansion expenses made to date.
- c. Darren also reported recent news of an annual increase of \$50,000 for our health care budget.

7. *Health Committee Report:* Mary reported on a meeting held today

- a. Private Supportive Living funding will increase by \$50,000 per annum due to increased load
- b. Donna Callaghan will be funded to take the CPR Trainer Course; this will enable her to do the staff renewal courses here on site
- c. Discussed using one of the bachelor suites in the West Wing (no wait list for those suites) as a Secondary Nurses' office or possibly Palliative Care/Respite Care Room; the general feeling was towards a Respite Room available for use to anyone in the larger community – could be a base for extra supplies as well.

8. Steering Committee Report:

Bert reported that in discussion with city and real estate persons regarding the “Lewis Estate” property, it is unlikely that anything will be known until fall of 2019, however, we are the only interested party so far.

9. Building Committee Report: Committee met today, Darren reported that

- a. Servicing work is almost complete and starting to “dig deep” for the foundations
- b. Talked about windows, made some changes, reviewed the whole package
- c. Site security has been an issue at night so lights have been added, monitoring will continue

10. Life Lease Committee Report: has not met

11. Neerlandia Seniors Home Report:

The meeting with the Neerlandia people planned for today was postponed until fall; Darren plans to go up in July to maintain contact

12. New Business: none

13. Correspondence: none

14. Round Table:

- a. Some personal health concerns were shared; we are blessed to be able to support each other
- b. Inquiry as to whether Emmanuel Home is eligible for a government efficiency program which replaces light bulbs; Darren is already looking into this

15. Closing: Bert Kamphius closed in prayer and the meeting was adjourned.

Minutes submitted by Ebeline Zee-Hawtin

NEXT MEETING ON WEDNESDAY, 29 AUGUST, 2018 AT 7: 30PM