

# CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

## Minutes of Board Meeting November 25, 2020

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

1. *Opening:* Kelvin read from Romans 15: 1-7, welcomed everyone, and opened with prayer.
2. *Additions to the Agenda:*
  - a. None
3. *Minutes of October 28, 2020 Board Meeting* were reviewed as circulated. **Motion carried: to accept the minutes of the October 28, 2020 meeting.**
4. *Business Arising from Previous meetings/Unfinished Business:*
  - a. Board Retreat Review with Brad Kotowich: Brad reviewed the documents that were discussed at our retreat. Brad focused on the potential Sustainability Plan for 2012-2013. He stressed we need more dialogue, and he encouraged us to discuss how we operate differently if and when we open more than one site. As Board we need to look at each statement and see if they apply, discuss outcome statements not in place and what do we need to do to make it happen. Brad was thanked for his presentation and we as Board decided to spend at least an hour at our January meeting to discuss this further.
5. *Chief Executive Officer Report:* Darren presented his report.
  - a. COVID outbreak is at the top and front of all they are focusing on right now. One support person and a resident that moved in recently tested positive and one individual is asymptomatic. A second round of testing has begun, and the next few days will tell the tale. Auditors from AHS came and instructions were given on how to move forward. Darren also reported that there will be more costs involved such as overtime, paperwork etc. It was agreed that our secretary would send a note of thanks, prayers and appreciation of all the work done by the management and staff during this trying time.
  - b. Obtained an updated appraisal for the completed Emmanuel Home, now including the North Wing. This appraisal comes in where they hoped it would and will be used for our lending application for the West End site.
  - c. Broken toilet on the main floor in the West Wing caused significant flooding in the basement. They have made an insurance claim and are working through the repairs.
6. *Treasurer's Report:* Allan reported that things are looking good. He mentioned that members who had previously placed deposits on a unit and have since changed their minds for one reason or other will be issued tax receipts.

**7. Strategic Growth and Development Committee:**

**a. West End Site Update:**

- Darren reported that the City of Edmonton Council approved the re-zoning permit (not be confused as a development permit) for the site. The land will hopefully be purchased in December. The proposed building will house about 102 suites. 41 individuals have already placed deposits.
- Board also reviewed the West End site Pre-construction costs. **Motion carried: to approve Scope of Work costs in the amount of \$1,241,798.**
- Peter Jonkman, Pan Zhang and Allan Brennan will work with Darren Sinke and Henry Baker to fill out the finance application form and help set up the debenture program.

**8. New Business:** None.

**9. Correspondence:** None.

**10. Round Table:** Peter reported that he looking forward to returning home from his stay in Florida. Darren reported that he and Meagan are enjoying life with their new son Edward (*Eddie*). Eddie and Meagan are doing well and the family is excited about the new addition to the family.

**11. Closing:** Pan Zhang closed in prayer and the meeting was adjourned.

**12. In Camera**

**NEXT MEETING: WEDNESDAY, JANUARY 27, 2021 AT 7:00 PM**