

# CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

## Minutes of Board Meeting held November 28, 2018

Board Members: Kelvin VanDasselaar, 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: Henry Baker, Anko Buwalda, Allan Brennen, Bert Kamphius, Mary Velthuisen, Kelvin VanDasselaar, Evert Vroon, Ebeline Zee-Hawtin, Darren Sinke. Regrets: Harry Vriend.

1. *Opening:* Kelvin welcomed everyone and a special welcome was extended to Laura Pothoven, our new Operations Manager and Brad Kotowich, our newly hired facilitator. Kelvin read a few words from Lord's Day #28 and a few words from Philippians 4: 10. He then opened in prayer.
2. *Additions to the Agenda:* Motion that the Board approves the authorization of the CCU to pay \$100,000 to the CMHC from the final construction advance, or, if there is no room in the construction loan, from the contingency fund.
3. *Minutes of October 24, 2018 Board Meeting* were reviewed as circulated. **Motion carried:** to accept the minutes of the September 26, 2018 meeting.
4. *Unfinished Business:*
  - a. *More Policy Updates:* Kelvin reported that the rest of the policy updates will be emailed and that they will be approved at a later date; this should be discussed early in the new year.
  - b. *Meeting with Tini Oort:* Tini hopes to visit with the Board in early 2019.
5. *Executive Director's Report:* Darren presented his monthly report (full report on the EH portal).
  - a. Darren reported that there would be a 3% rent increase effective March 01, 2019.
  - b. **Motion carried:** to approve the 2019 budget in the amount of \$2,896,380.
  - c. **Motion carried:** that the Board approves the authorization of the CCU to pay \$100,000 to the CMHC from the final construction advance, or, if there is no room in the construction loan, from the contingency fund.
6. *Treasurer's Report:* Henry reported that he had no official report at this time. He stated that there are no surprises and "we are where we need to be."
7. *Health Committee Report:* No report.
8. *Steering Committee Report:* No report.
9. *Building Committee Report:* Darren reported that progress continues on the expansion without any major issues. The building permit should be in hand next week. The construction will shut down over the Christmas break and resume on January 2<sup>nd</sup>, 2019.
10. *Life Lease Committee Report:* Committee presented their report (full report on the EH portal). They have been working hard on the language and details of the arrangement. A meeting will be scheduled for mid-December to approach the CCU and introduce our plan, with the goal of establishing the financial framework and logistics sometime in the spring.

11. *Neerlandia Seniors Home Report:* Darren reported that he had two meetings in Neerlandia in November, culminating in a meeting with the Neerlandia CRC Administration about the possibility of building on their three acres of surplus land. Now we wait to hear from the Neerlandia CRC about whether this is a viable plan. The Society would not actually purchase the land until construction was ready to commence, but, if this plan develops, we will need to start having conversations about the logistics and financing arrangements in the spring. It was also noted that Allan Brennan had a call about a possibility of a home in the Jasper, Alberta area. Allan and Darren will follow up on this.
12. *New Business:* Ebeline proposed that the Board again make a donation for the EH Craft Sale on December 08. It was decided that each Board member would contribute \$25 for the silent auction.
13. *Correspondence:* none.
14. *Round Table:*  
It was agreed that going forward, Laura Pothoven will take the minutes of the Board meetings and that our secretary, Anko Buwalda will ensure that the records of these minutes are maintained.
15. *Closing:* Allan Brennan closed in prayer and the meeting was adjourned.

**NEXT MEETING: WEDNESDAY, JANUARY 30, 2019 AT 7:30 PM**