

CHRISTIAN SENIOR CITIZENS HOMES SOCIETY OF NORTHERN ALBERTA

Minutes of Board Meeting held January 29, 2020

Roll Call: Present: Allan Brennan (Tele-Conference), Hilda VanVeen-Gritter, Kelvin VanDasselaar, Evert Vroon, Darren Sinke, Marjean Verseveldt and Anko Buwalda. Regrets: Bert Kamphius, Mary Velthuizen and Laura Pothoven.

1. *Opening:* Kelvin Van Dasselaar welcomed everyone, read Matthew 25: 14-30 and opened in prayer. It was noted that Mary Velthuizen was not in attendance due to the passing of her father.
2. *Additions to the Agenda:*
 1. Maintenance Expense.
 2. Society Name Change.
3. *Minutes of November 27, 2019 Board Meeting* were reviewed. **Motion carried: to accept the minutes of the November 29, 2019 meeting.**
4. *Business Arising from Previous meetings/Unfinished Business:*
 1. *Policy Committee:* It was decided that the Board would meet for a supper meeting on February 26 at 6:00 pm to wrap this up.
 2. *Board Recruitment:* Darren Sinke suggested the name Coby Benoit as a possible Board nominee. He also suggested speaking to some members of Providence Canadian Reformed Church for possible nominees. Board members are also asked to send name suggestions to Darren by February 19.
5. *Executive Director's Report: Darren highlighted the following.*
 - Three suites will become vacant in February. A couple of them will be kept vacant over the next two months just to provide flexibility while things are being moved around between the buildings.
 - Plans are underway for hiring new positions for the North Wing.
 - April 1st has been locked in as the move-in date of the North Wing. This date works for the majority of the new residents. However, three are in a tight bind because of timing, but plans are in place to work with each of them to make the transition as smooth as possible. Meetings with new residents to sign leases and other paperwork has begun. There are still three two-bedroom suites available. Grand opening will be held sometime in May or June.
 - Proposal about possible Chaplaincy position will be submitted to Classis Alberta North to be included in the agenda for the March meeting. Darren will attend the meeting to see if it is approved.
6. *Treasurer's Report:* Financial documents were made available to members and all looks to be in good order. A financial audit will be done mid-February.

7. *Strategic Growth and Development Committee:*

Building Committee updates were presented by Darren. **Motion carried: to engage Dub Architects for the preliminary design stage of the West End concept with a \$50,000 commitment, with funds coming from the Contingency Fund.**

Neerlandia Seniors Home Report – Nothing new to report. Work to get people informed is ongoing.

8. *Life Lease Committee Report:* This is up and running. This committee will meet one more time and then it might go from a standing committee to an ad-hoc committee.

9. *New Business:*

1. *Maintenance Expense - Darren reported that some water heaters needed replacement in 2019 and were not expensed. Motion carried: that the expense of \$18,926.01 for new water heaters be taken out of the Contingency Fund.*
2. *Society Name Change – This item was tabled until the February Board meeting.*

10. *Correspondence:* Received a letter from Brad Kotowich with a few recommendations for the Board to consider as we had asked him how to best position our organization for growth and evolution. These include:

- Professional Development for our Executive Director.
- Board Planning
- Performance Review – Executive Director

It was decided that we would discuss this further at a Saturday meeting in April before our AGM.

11. *Round Table:* Kelvin shared an update on the health of his grandson Connor.

12. *Closing:* Anko Buwalda closed in prayer.

13. *In Camera*

NEXT MEETING (Supper Meeting): **WEDNESDAY, FEBRUARY 26, 2019 AT 6:00 PM**