



ANNUAL GENERAL MEETING

Thursday, May 25, 2023, 7:30 p.m.

Trinity Christian Reformed Church, 13427 57 St, Edmonton

AGENDA

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| 1. Opening and Welcome | Peter Jonkman |
| 2. Introduction of Board Members | Peter Jonkman |
| 3. Minutes of 2022 AGM Meeting | Anko Buwalda |
| 4. 2022 Audited Financial Statements Presentation | Curt Friesen |
| 5. CEO Report | Darren Sinke |
| Long Term Service Staff Awards | |
| <ul style="list-style-type: none">• Christy Antoniuk – 5 years• Veronica Chacon – 10 years• Petrena Hanoman - 10 years• Lai Eng Lau – 10 years• Darren Sinke – 10 years• Vicky Tetz – 10 years• Catherine Wildeboer – 10 years | |
| 6. 2023 Budget Presentation | Henry Baker |
| 7. Presentation of Board Member Nominees | Peter Jonkman |
| 8. Call for Nominations from the Floor | Peter Jonkman |
| 9. Question Period | Peter Jonkman/
Darren Sinke |
| 10. Results of Election for new Board Members | Peter Jonkman |
| 11. Closing | Darren Sinke |



Board Nominations – Introduction

The Board has done a lot of work over the past year, focused on ensuring the Society is positioned appropriately for both growth and sustainability over the next few years. The CEO Report will include more details on the work that has been done! In light of the amount of work that is ongoing, as well as the construction of the West End site, the Board is presenting the following nominees to the Society, two for re-election and two for election. The continuity will help the Board maintain its momentum and complete its work.

Bert Kamphius

Bert is retired from, and a founding partner of, Cushman & Wakefield Inc., a commercial real estate firm. Bert is a past president of the Rehoboth Board and of the Emmanuel Home Board, past member of Salvation Army Advisory Board and of the Edmonton Apartment Association. He has also served as elder at West End CRC where he and his wife Julia are members. Bert enjoys travelling, golfing, skiing, gardening, and reading. **Bert is an incumbent board nominee and is seeking an extension of one year on his Board tenure.**

Allan Brennan

Allan trained to be a Quantity Surveyor (QS) with a firm in England. In 1977, after returning to Canada, he worked as a QS in Toronto, Thunder Bay, Winnipeg, Calgary, and Edmonton. In 1989, he took employment as a Cost Manager (construction economist) with the Alberta Government. This role involved the budgeting for the construction and renovation of schools, hospitals, and post-secondary education facilities. He retired from the Alberta Government in 2012. Allan is a member of Beulah Alliance Church and currently serves, together with his wife, Marian, as co-leader of their weekly Bible study, and as barista for the coffee outreach ministry. In his walk with God, he is becoming more and more drawn to areas of service that will honour the Lord and make a difference in the lives of others. Allan's parents-in-law currently live in Emmanuel Home. **Allan is an incumbent board nominee and is seeking an extension of one year on his Board tenure.**

Mary Velthuizen

Mary has served on various committees at her home church, Maranatha CRC and at the Edmonton Christian School, where she also served on the school board. After Mary's, and



her husband Dirk's, parents moved into Emmanuel Home, she became increasingly interested and concerned for the Home. Mary sees Emmanuel home as a wonderful Christian community for our seniors and looks forward to seeing this continue in the future. Mary and Dirk have four grown children and seven grandchildren. **Mary is a familiar face having served previously on the Board. Mary is a new nominee now and is seeking a three-year term.**

Francine Drisner

Francine Drisner is a retired healthcare leader with over 30 years' experience in the field. Her area of practice was the care and support of older persons. She had a variety of progressive management roles in the long-term care sector. Francine's last position was the Chief Operating Officer of Capital Care (Edmonton) where she provided leadership for 10 care homes supporting 1400 residents and community programs serving 300 clients. She has management experience in health care services delivery, program development, human resources management and financial oversight. She was also involved in governance and strategic planning activities. Francine has a passion for activities that support the quality of life for older adults.

Francine has a Bachelor of Occupational Therapy (University of Alberta) and a Masters in Health Studies. (Athabasca University).

She attends Avenue Christian Reformed Church where she actively volunteers in children's ministry, community meals and is the chair of the leadership council. **Francine is a new nominee and is seeking a three-year term.**



Minutes of the Annual General Meeting of the Emmanuel Seniors Living Society

Held Monday, May 17, 2022, 7:00 p.m.

Emmanuel Home, 13429- 57 Street, Edmonton, Alberta

1. *Opening:* CEO Darren opened the meeting with a Scripture reading from Psalm 24, and prayer.
2. *Introduction of Board Members:* Peter Jonkman introduced the Board members present: Bert Kamphius, Anko Buwalda, Hilda VanVeen-Gritter, Coby Benoit, Andrew Yskes. Absent with notice: none. Absent without notice: Tony Vandermeer, Alan Brennan. Approximately 60 members were present to achieve quorum.
3. *Minutes of 2021 AGM:* Secretary Anko Buwalda presented the minutes of the May 31, 2021, Annual General Meeting. **Motion seconded and carried: to accept the minutes of May 31, 2021, AGM as recorded.**
4. *Auditors' Financial Statements:* Curt Friesen, our auditor, presented the 2021 audited financial statements.

Question: Why are the payroll expenses down for 2022 compared to 2021?

Answer: As the Pandemic ends, the reduction of staff needed for the areas of screening, and additional housekeeping reflects the decrease.

5. *CEO's Report:* Darren Sinke presented his report.
 1. We are encouraged about the progress in the easing of restrictions and pandemic management requirements, but we also need to acknowledge the impact the past couple of years has had on Emmanuel Home
 2. The North Wing is full, and residents are very pleased with their suites. The common area has been a tremendous blessing, especially during Covid!
 3. Emmanuel Home currently employs 77 people, the largest staff group ever. Long term service awards were highlighted:
 - Aria Klynn-Hesselink – 15 years



- Brian Dunn – 10 years
- Maya Ellis – 10 years
- Natasha Siebert – 10 years
- Alicia Emsley – 5 years
- Riziki Mchimbwa – 5 years
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4. Construction on the Lighthouse – A Christian Seniors Community, will begin in June.

6. 2021 Budget Presentation: Henry Baker, Director of Finance, provided some information and explanation on the budget. Overall, the approach taken was balanced between fiscal responsibility and providing good service. Inflation is a concern, and the expenses are rising, however management is doing a good job in keeping costs down when possible.

Q: What was the percentage of the rent increase?

A: 3% Two years ago, we had no increase, and our approach is slow increases so that adjustments can be made by the residents.

Q: Do we have a chaplain?

A: We do not have a chaplain yet. The previous interviews did not produce any candidates that fit. The budget line is there as the hiring continues to be a goal.

Q: Is there going to be a possibility for higher care?

A: The design for the next build will be a copy of Emmanuel Home, and the same type of care service will be provided. The long-term care support of health is complex and difficult to answer. However, the conversation is there, and it is considered continually. Emmanuel Home prolongs as much as possible the transition to higher level of care, and we do more than most. This approach allows control, if you venture into LTC, that control is now in the hands of AHS.

Q: Where did the revenue from Resident Services go?

A: Part of that was from the supportive living program. Since that is no longer in place, we are starting to charge for those additional services, like housekeeping.

7. Board Nominees: Peter Jonkman presented the nominees for the Board. Anko Buwalda, Bert Kamphuis, Hilda VanVeen-Gritter. The Board would like continuity and present these names. Nominations were called from the floor, none received.

The three candidates will fill 3 vacancies and were elected by acclamation.



Motion Seconded and Carried: to accept the nominees as presented.

8. Question Period/Comment Period:

Q: Concern and question of safety, that the night attendant is no longer there.

A: Safety is our top priority. The challenge of how many people should be actively working, and the number of times these concerns occur. There is one person working who is trained to respond, and one on call to back up that person. We will never be able to capture everything, but the feedback is appreciated and taken.

Q: Where did the door tags go? I liked them and was very happy to have them.

A: Door tags are there for a sense of security and are an informal option.

Q: Could we get an emergency phone in the common area?

A: Thanks for this suggestion, we will consider it.

Q: What is the plan for the East lawn at the back of the property?

A: No plans for now, allowing time for the trees to grow.

Comment: I have noticed that on Saturday and Sunday it is very quiet, and the place seems to shut down.

A: Good comment. It is a different pace on the weekends, and this comes down to staffing. Pre-Covid there were some Recreation programs.

9. Board member, Peter Jonkman thanked the retiring Board member: Pan Zhang for her service. The Board will continue with the current amount of members but is actively seeking a specific new member that has experience in finances, and is female to ensure equal perspectives.

10. In Closing, Darren thanked everyone for attending and closed in prayer.

Recorded by, Laura Pothoven, Director of Operations

Approved by Anko Buwalda, Board Secretary.