



BOARD MEETING MINUTES March 18, 2019

A regular meeting of the Management Body of Crowsnest Pass Senior Housing was held on Monday, March 18, 2019 at 11:00 am in the TV Room at York Creek Lodge, Blairmore, Alberta.

ATTENDEES: Joanne Drain: Chairperson, Sharon Groat: Board Member, Marlene Ancilil: Municipal Rep., Debi Ruzek: Board Member, Leslie McCallum: Board Member, Annie Lok: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager

Absent: Donna Stelmachovich: Vice-Chairperson; Dave Filipuzzi: Municipal Rep.

Minutes recorded by Dee-Anna Strandquist

1. CALL TO ORDER

- 1.1 Joanne Drain called the meeting to order at 11:04 a.m. and it was determined that a quorum of directors was present.

2. KPMG PRESENTATION OF 2018 AUDITED FINANCIAL STATEMENTS

- 2.1 Phil McFarland, CPA of KPMG reviewed the audited consolidated financial statements.
- 2.2 A clean opinion was issued, and the Management Letter was reviewed.
- 2.3 *Motion #26/19 to adopt the KPMG audited financial statements for the year ended December 31, 2018 as presented. – Marlene Ancilil – cd.*

3. ADDITIONS/CHANGES TO AGENDA

- 3.1 No Change

4. APPROVAL OF AGENDA

- 4.1 *Motion #27/19 to approve the agenda as presented. – Leslie McCallum – cd.*

5. APPROVAL OF MINUTES FROM LAST REGULAR MEETING

- 5.1 *Motion #28/19 to approve the minutes of the meeting held February 19, 2019 as presented - Debi Ruzek – cd.*

6. BUSINESS ARISING FROM THE MINUTES

- 6.1 Action Log
 - 6.1. a See Attachment #1

7. REPORT FROM MANAGEMENT

7.1 Annie Lok, Chief Administrative Officer, provided a written report. Said report will be maintained on file and contained information on the following:

- 7.1. a Lodge
- 7.1. b Self-Contained Apartments
- 7.1. c Resident meetings

7.2 *Motion #29/19 to accept the Report from Management as presented – Debi Ruzek - cd*

8. FINANCIAL STATEMENTS – FEBRUARY 2019

8.1 Income statements for Self-Contained and Lodge as at February 28, 2019 were presented

8.2 *Motion #30/19 to approve the Financial Statements for February 2019 as presented – Leslie McCallum – cd.*

9. CORRESPONDENCE

9.1 Draft letter for Municipality of Crowsnest Pass regarding roadwork & pathways for new building

10. BOARD CHAIRPERSON REPORT

- 10.1 Email from Resident's family member
- 10.2 York Creek Residents' Association Meeting
- 10.3 Future Bus

11. OTHER BOARD REPORTS

11.1 Nothing to report.

12. OLD BUSINESS

- 12.1 Lodge Upgrade (standing item)
 - 12.1.1 34% of cement poured.
 - 12.1.2 Roofing & Siding materials
 - 12.1.3 Proposed Tub & Nurse Call System
 - 12.1.4 Meeting in Calgary changed to April 22
- 12.2 GIC investment
 - 12.2.1 Invested for 348 days

13. NEW BUSINESS

13.1 Donation in Memory of Lino Filipuzzi

13.1.1 *Motion #31/19 to donate \$100 to the York Creek Residents' Association in memory of Lino Filipuzzi. –Sharon Groat – cd.*

13.2 Election of Chairperson

13.2.1 *Motion # 32/19 to nominate Joanne Drain as Chairperson until December 2019.—Marlene Ancil – cd.*

13.2.2 No further nominations presented. Carried by acclamation.

13.3 YCRA AGM

13.2.2 AGM for York Creek Residents' Association to be held March 27

13.4 Spring Party

13.4.1 Spring Party to be held April 26

13.4.2 In order to abide by fire code, board members will no longer be able to bring a guest.

13.5 AHS New Lodge Dashboard

13.5.1 Beds for new lodge

13.5.2 Coordination of resident move

13.5.2 Grant Walker & Terri Fortunaso to be asked to attend next board meeting.

13.6 Resident 2019 Survey

13.6.1 Reviewed results of 2019 Resident Survey for York Creek Lodge

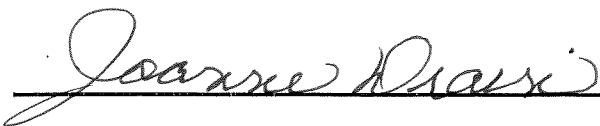
14. IN CAMERA

14.1 *Motion #33/19 to go in Camera at 1:30 P.M. – Debi Ruzek – cd.*

14.2 *Motion #34/19 to come out of In Camera at 2:06 P.M. – Debi Ruzek – cd.*

15. ADJOURNMENT

15.1 *Motion #35/19 to adjourn at @ 2:09 P.M.- Marlene Ancil - cd*



Joanne Drain - Chairperson

