



BOARD MEETING MINUTES May 21, 2019

A regular meeting of the Management Body of Crowsnest Pass Senior Housing was held on Tuesday, May 21, 2019 at 11:00 am in the TV Room at York Creek Lodge, Blairmore, Alberta.

ATTENDEES: Joanne Drain: Chairperson, Donna Stelmachovich: Vice-Chairperson; Marlene Ancil: Municipal Rep., Dave Filipuzzi: Municipal Rep. , Sharon Groat: Board Member, Leslie McCallum: Board Member, Debi Ruzek: Board Member, Annie Lok: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager

Minutes recorded by Dee-Anna Strandquist

1. CALL TO ORDER

- 1.1 Joanne Drain called the meeting to order at 11:03 a.m. and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

- 2.1 Addition of Item 13.1 – Smoking/Housekeeping under In Camera

3. APPROVAL OF AGENDA

- 3.1 *Motion #47/19 to approve the agenda as amended. – Donna Stelmachovich – cd.*

4. APPROVAL OF MINUTES FROM LAST REGULAR MEETING & JAN & FEB AMENDED MINUTES

- 4.1 *Motion #48/19 to approve the minutes of the meeting held April 22, 2019 as presented.- Sharon Groat – cd.*
- 4.2 *Motion #49/19 to approve the minutes of the meeting held May 9, 2019 as presented.- Debi Ruzek – cd.*

5. BUSINESS ARISING FROM THE MINUTES

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

6. REPORT FROM MANAGEMENT

- 6.1 Annie Lok, Chief Administrative Officer, provided a written report. Said report will be maintained on file and contained information on the following:
 - 6.1. a Lodge
 - 6.1. b Self-Contained Apartments
 - 6.1. c Resident meetings

6.2 *Motion #50/19 to accept the Report from Management as presented – Donna Stelmachovich - cd*

7. FINANCIAL STATEMENTS – APRIL 2019

7.1 Financial Statements for Self-Contained and Lodge as at April 30, 2019 were presented.

7.2 *Motion #51/19 to approve the Financial Statements for April 2019 as presented – Sharon Groat – cd.*

8. CORRESPONDENCE

8.1 Demand Response letter to Fortis

9. BOARD CHAIRPERSON REPORT

9.1 Nothing to Report

10. OTHER BOARD REPORTS

10.1 Nothing to report.

11. OLD BUSINESS

11.1 Lodge Upgrade (standing item)

11.1.1 Construction/Fortis status

11.1.2 Additional requests from Alberta Health Services

12. NEW BUSINESS

12.1 Operating Reserve increase

12.1.1 *Motion #52/19 to designate an additional \$150,000 to the Operating Reserve. – Donna Stelmachovich– cd.*

12.2 Operating & Capital Reserve Policy

12.2.1 *Motion # 53/19 to approve the Operating & Capital Reserve Policy as presented.— Leslie McCallum – cd.*

12.3 Business Plan Review

12.3.2 *Needs approval at June meeting.*

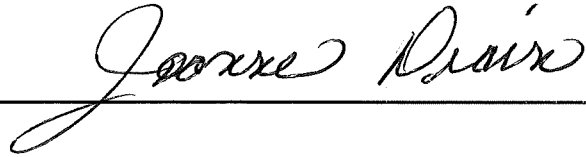
13. IN CAMERA

13.1 *Motion #54/19 to go In Camera at 1:06 P.M. – Marlene Anctil – cd.*

13.2 *Motion #55/19 to come out of In Camera at 1:13 P.M. – Debi Ruzek – cd.*

14. **ADJOURNMENT**

14.1 *Motion #56/19 to adjourn at @ 1:13 P.M.- Dave Filipuzzi - cd*

A handwritten signature in cursive script that reads "Joanne Drain". The signature is written in black ink and is positioned above a horizontal line.

Joanne Drain - Chairperson

