

**Slocan Valley Seniors Housing Society  
Meeting of the Board of Directors**

**Monday, February 20, 2017**

**Present:** Eric Clough, Rita Moir, Willie Harasemow, Ruth Hackett, Sue Harder, Don Currie, Wilf Rimmer, Penny Tees, Mabel Kabatoff, Sally Mackenzie

**Regrets:** Paul Wilkinson, Lynnnda Moore

**Guests present:** Tamara Smith (for the discussions on the Slocan project and the technology presentation—left at 7:20pm); Jim McKinnon, Barb Metcalf

**Meeting called to order** at 6:00pm

**1. Agenda -** *Moved by Willie, seconded by Sue, that the agenda be approved with the addition of Fire Drill report and Director Resignation, and that the technology presentation be moved up to follow the Slocan Project. CARRIED.*

**2. Minutes of the meeting January 16, 2017 -** *Moved by Penny, seconded by Ruth, that the regular and in-camera minutes be approved as circulated. CARRIED*

**3. Financial Reports**

*Moved by Wilf, seconded by Willie that the financial statements for December, received at the January meeting, be approved. CARRIED*

The statements for January were reviewed, noting that our expenditures for repairs and maintenance are below budget, and that we are anticipating a surplus at this point. A query to BC Housing indicated that an operating surplus can be carried forward to spend on capital or other shelter-related options. *Moved by Sally, seconded by Sue, that the financial reports be accepted. CARRIED*

**4. Admin Report** – The report was reviewed. The board agreed that Nora should go ahead with cheque purchases and snow bank removal as necessary. Rita will write a letter of support for Lee Reid’s application to the Arts Council, and the board agreed that the outreach programs may continue on an anonymous donation basis as requested. The Society will continue to have one mailing address for all correspondence, to be sorted by the administrator. A separate deposit book for the Slocan Project has been acquired. *Moved by Sally, seconded by Eric, that the Admin report be received. CARRIED*

**5. Business Arising**

**Slocan Project**

- **General Update / BC Housing** – There are further changes to the structure of the project, required by BC Housing. We now need to go out to bid to general contractors, but can do it by invitation, so we will not need to post it to BCBid. Eric will prepare the documents required. The process will extend the timeline of the project, and the finalization of costs. The Board will review the viability once all costs are in, and the terms of the operating agreement are known, prior to giving final approval to proceed. It was clarified that none of the fundraised monies from the public will be spent until we know we will be proceeding with construction. BC Housing also insists that Eric act as the architect only, so his resignation from the board will be required, at the end of this meeting.

- **Outstanding funding applications**

The request to the Heritage Credit Union for a heating recovery system will not be proceeding.

Tamara proposed a grant application to the Slocan Valley Legacy Fund for a recognition sculpture. *Moved by Eric, seconded by Wilf, that an application be submitted to the Slocan Valley Legacy Fund for a recognition sculpture. CARRIED*

- **Eligibility** – Committee has not met .
- **Meeting with Slocan Mayor Jessica Lunn** – The meeting on January 23<sup>rd</sup> with the Mayor and CAO Michelle Gordon was attended by Rita, Eric, Tamara, Don, Lynnda, and Penny. It included updates and discussion on the Slocan Project.
- **Financial Tracking** – Ruth reported that the chequebook and tracking of the Slocan Project has been handed over to Tamara, so all tracking will now be done by her. Invoices should be directed to Tamara for payment.

### **Technology Presentation**

Wilf gave a presentation on the vision forward for cloud sharing, using Microsoft One Drive, which will give us flexibility for various board and committee files. Wilf also presented an update of our svhousing email accounts and requested that all directors get set up to use these addresses.

### **Passmore Lodge**

- **Repairs and maintenance** – covered in the admin report
- **Tenant Liaison Committee** – Met February 10<sup>th</sup>. Items included review of the committee's role, the wifi survey results and follow up, a tenant art show request, the Christmas social, and a possible social in June. The board suggested June 10<sup>th</sup>, 11<sup>th</sup>, 24<sup>th</sup> or 25<sup>th</sup> for the June social.
- **Fire Drill** – Ruth reported on her follow-up with the fire department about the December fire drill. The drill gives them good practice on their procedures, but they indicated that a full evacuation drill, without prior notice, and not on a predictable Tuesday evening should proceed when the weather is warmer. Rita will notify Nora to set up a drill with them in June.

### **Society business**

- **Societies Act changes** – The committee hasn't met yet.
- **January 29<sup>th</sup> Board retreat** – A productive session took place in Slocan.
- **Economic Development Public Engagement meetings:** Rita & Don will attend the stakeholder meeting on Feb.23<sup>rd</sup>; Ruth will attend the public meeting in Passmore on Feb. 22<sup>nd</sup>, and Don will attend the public meeting in Slocan on the 23<sup>rd</sup>.
- **Governance Review** - On track with the retreat in January.
- **Updates to the website** –Wilf will continue as time allows.
- **March meeting** - The date of the next meeting is March 20<sup>th</sup>.
- **Representation Agreements** – Ruth reported that the Nelson Public Library Outreach days at Passmore Lodge in the spring will be used to offer information on representation agreements. Barb Metcalf, Jim McKinnon, and Glenn Harper received the training with Ruth.

- **Director resignation** – Eric’s resignation is required for him to be the architect only for the Slocan Project. The Board has received a letter of resignation from Eric, dated February 21<sup>st</sup>. *Moved by Sally Mackenzie, seconded by Penny Tees, that the Board accept the resignation of Eric Clough from the Board of Directors effective February 21, 2017. CARRIED*

It was noted that Eric has returned his key to the office. He will retain the key to the building as a volunteer on the Passmore Lodge building committee.

- **Signing Authority** – *Moved by Sally Mackenzie, seconded by Wilf Rimmer, that Eric Clough be removed as a signer from the Slocan Valley Seniors’ Housing Society bank account, and that Ruth Hackett be approved and added as a signer. CARRIED*

**6. In-Camera** – The board moved in camera to discuss confidential matters.

**7. Adjournment** – The meeting adjourned at 8:03 pm.

**Next Meeting: March 20<sup>th</sup> 6:00pm**

Rita Moir

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President

Penny Tees

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Secretary