

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

Monday, August 20, 2018

Present: Rita Moir, Lynnda Moore, Penny Tees, Paul Wilkinson, Sue Harder, Sally Mackenzie, Joanne Feenstra, Merina Matthew, Wilf Rimmer, Huguette Marr

Regrets: Mabel Kabatoff, Ruth Hackett

Guests present: Tamara Smith and Eric Clough (for the discussion on the Slocan project and Passmore Lodge septic system), Barb Metcalf and Jim McKinnon (for the first half), Julian Ross

Meeting called to order at 6:06pm

1. **Agenda** - *Moved by Lynnda, seconded by Merina, that the agenda be approved with the addition of the Audited Financial Statements and MP Dick Cannings' visit to the area. CARRIED.*
2. **Approval of Minutes** - *Moved by Penny, seconded by Sue, that the regular and in-camera minutes of July 16, 2018 be approved. CARRIED*
3. **Slocan City Suites**
 - **Update**– Tamara spoke to her written report including budget status, change orders, step 4 blower test and remediation, septic system, hot water tanks, elimination of auxiliary heat, appliances, insurance, paint, storage units, fire safety plan, electrical and SASH audit.
 - **CRA GST status** – Sally reviewed the history of our application to have municipal status extended to the SCS. We applied in January, were told in June that it qualified, then told in August that it didn't, due to no RGI units. Sally has shared the CRA bulletin with them that suggests our annual income testing is adequate to qualify, but staff are saying that is not true. It is on hold for 2 weeks for us to review our position. It was suggested that we could ask BC Housing to fund a tax lawyer to challenge it, since this will likely be faced by other projects in the province. Sally and Tamara will pursue the matter.
 - **Mortgage** – BC Housing requires that we give them 3-months' notice of when we want to lock in our mortgage. *Moved by Sally, seconded by Wilf, that the Society lock in the mortgage for Slocan City Suites on December 1, 2018. CARRIED*
 - **Grand Opening Plans** – Rita outlined the progress and plans for the Hike to Housing grand opening of the SCS.
 - **Letter of thanks to Heritage Credit Union** has been sent for the \$5000 grant for the sprinkler system, and the donation from the Jeans Day for \$440.
4. **Passmore Lodge Septic update** – Eric reported that Ted Nunn is now looking for a new solution, as the plastic that was intended to be used for the new lid is no longer available.
5. **Financial Reports & Business**

Sally presented the monthly reports and noted that the current liabilities show the GST rebate that has been held up due to the determination of our status. The comparative statements show a \$10,000 surplus, but that is largely due to the extra money for the lights from BCH, plus timing issues with insurance payments and Fortis estimate adjustments. *Moved by Sally, seconded by Sue, that the financial reports be accepted as presented. CARRIED*

Sally reported that ads have gone out to replace our bookkeeper, who is retiring October 1st. *Moved by Sally, seconded by Wilf, that the finance committee be authorized to find and engage a bookkeeper. CARRIED* Sue will join the finance committee for this task.

The board reviewed the Audited Financial Statements. *Moved by Wilf, seconded by Sally, that the board authorize the executive to sign the Auditor's engagement letter and to approve the Audited Financial Statements as presented, with any additional explanatory note the auditors require relative to the GST rebate. CARRIED*

6. **Admin Report** – The report was reviewed. *Moved by Lynnda, seconded by Huguette, that the Admin report be accepted. CARRIED* Lynnda clarified that the donation noted last month from Shirl for the sprinkler parts is actually money from the Lodge recycling that Shirl looks after.

Moved by Merina, seconded by Wilf, that new members Denise Dufault, Doran Pearson, Sharon Dixon, Stephen Bernard, Ruth Porter, Julian Ross, Linda Rimmer be approved for the 2018-19 year. CARRIED

7. **Business Arising**
Passmore Lodge

- **Fencing** – Paul reported that only one bid has been received and he is not prepared to go with it. It is still in progress, and we may have John bid on it and possibly do it in stages.
- **Skylight** – Paul will order the skylight this week. The siding is very warped and needs replacement. A carpenter is lined up for late September, and they will use hardy plank for the siding. The skylight will be about \$2900 +tax; it will take about 2 days labour and may require a crane.
- **Lighting** – progress underway to get trial fixtures installed
- **Garden Committee report** – The BTI pucks will be in the ponds through September. The committee will need to be advised on the timing of the fencing so they can help the tenants get ready.

Society business

- **AGM 2018** – Penny updated the board on the planning for the AGM on Thursday September 27 at the Legion in Slocan.
- **Board Development Committee** – They are still seeking nominations (none in yet), and are considering a mentor system to help new directors. They are working on a brief directors' guide that would include contacts, history, etc. and they would like to be able to have minutes and policies posted to the website. For long-term director education, we would need to fundraise. It was noted in discussion that the policy manual for SCS is still in process and that a number of the current policies have been flagged for updating.

Moved by Sally, seconded by Joanne to direct Wilf to post minutes back one year on the website. CARRIED

Moved by Joanne, seconded by Lynnda, that policies be put online when the Policy Committee is ready. CARRIED

- **Interior RENT Conference** – Sally, Huguette, Merina and Joanne will attend the conference on September 20th in Kamloops. They solicited topics of interest from the board to pursue there, including subsidies, money for ongoing board development, and funding for admin time.
- **MP Dick Cannings visit to area** – Dick will be riding through on his bike on September 2nd, and will be in Slocan from 8:00-9:00am, then in Winlaw around 10:30-11:00. Merina will meet him in Slocan, and have him go by the construction site, and Sally will join him in Winlaw to ride to Crescent Valley.

8. In-Camera – No in-camera session was needed.

9. Adjournment – The meeting adjourned at 8:34 pm.

Next Meeting: Monday, September 17th 6:00 pm

Future agenda items: Housing roundtable proposal (after AGM)

Rita Moir

President

Penny Tees

Secretary