

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

Tuesday, October 22, 2019

Present: Sally Mackenzie, Rita Moir, Sue Harder, Joanne Feenstra, Julian Ross, Mabel Kabatoff, Bob Inwood, Ruth Hackett, Sam Simpson

Regrets: Penny Tees, Huguette Marr

Guests: Joyce Johnson, Nora Lilligren

Meeting called to order at 6:00pm n.b. Sam took minutes in Penny's absence

Agenda - *Moved by Mabel, seconded by Julian that the agenda be approved. CARRIED.*

New Administrator

The new administrator Joyce Johnson was introduced and welcomed.

Approval of Minutes

Moved by Sue, seconded by Mabel, that the minutes of October 7 board meeting be approved with the following amendments. Rita Moir as Past President to be retained on Executive email list for 2 months and that Mabel Kabatoff is a member of the AGM Committee. CARRIED

Financial Statements

Treasurer Joanne Feenstra clarified that the large amount shown as owing for SVS has been paid and will be checking to see why it is still there and explained that the discrepancies with budget in PL accounts are due to the retrofits. SVS financials are in very good shape. The Financial Committee recommends that the interest from the in-trust account be placed into SVSHS account.

Moved by Joanne, seconded by Rita that the financial report be accepted. CARRIED

Passmore Lodge Administrative Report

Nora spoke to the inspection report received from Tri-City Pumps with regard to the on-going problems with water pressure system and her continuing follow-up with the new water pressure tank.

Energy Conservation Measures Program invoice and manuals arrived today and Nora will follow-up.

Joyce will follow-up with main office computer's problems with the new photocopier/multi-function machine and with the switch to Windows 10 before the January deadline. The old heating control computer is to go to e-recycling.

Nora reported that the painting of unit 10 is underway and will be done this week.

Moved by Rita, seconded by Julian to accept the PL Administrative Report. CARRIED

New Members

The following new members joined the SVSHS at the AGM: Jutta Bobardt, Randall Cannon, Aja Juel Jordan, John Lavender, Michael Lavender, Eunice Ludlow, George Perriere, Madeleine Perriere, and Karla Whitaker.

Moved by Rita, seconded by Ruth to approve list of new members. CARRIED

Passmore Lodge

a. Unit 10 was vacated & cleaned by October 18 for the walk- through inspection by Sue Harder and Nora. Sue reported cleaning was well done and that any damage was normal wear and tear. Painting is underway and should be done this week. Carpet and fridge replacements are being pursued. Board decided that carpet costs should come from maintenance budget to expedite the carpet replacement. Fridge to be disposed of according to Policy. We will try to have unit ready by Nov. 1 but with carpet replacement it may take until Nov. 8.

b. Approval came from BC Housing to have 5 LEM units until turnover allows the return to 4 LEM.

c. Recycling has been done but still have to resolve future pick-up.

d. Outreach programs – no new info

e. Tenant Selection committee met and went through all applicants and selected and interviewed Lydia Kania who has accepted the unit. She is able to take possession by November 1.

f. Our new PL Administrator, Joyce Johnson, has been hired and has been orientated and trained by Nora, ongoing until the end of October. Rita will write an article for the Valley Voice to introduce Joyce as our new administrator.

g. Unit 6 issues (in camera)

h. Quarterly inspections will be done by Sue and Joyce at end of Oct.

i. Estate of former tenant offered SVSHS his car to compensate us for the clean-up money owed. Our lawyer looked over the letter that the Estate sent and he said it was standard. Sue had Babe's Automotive inspect the car re repairs needed and their appraisal indicates the resale value should cover the monies owed. Board signed the letter from Estate and once we have possession of the car, it can be sold.

Slocan City Suites

General update report received from Manager. Bob Inwood reported that he will be back-up emergency contact person for Huquette, who backs up Tamara.

Moved by Joanne, seconded by Ruth to purchase snow blower for SCS. CARRIED

Society Business

a. Committees Chairs (or a person to convene first meeting) were named. AGM – Penny; Board Development - Sam; Building – Bob; Finance – Joanne; Fundraising - Rita; PL Garden – Sue; Personnel – Sally; Policy – Ruth; Tenant Selection – Mabel; Mandate – Rita; Tech – Julian.

Sally and others to send out existing Terms of Reference.

b. *Moved by Julian, seconded by Ruth that SVSHS annually lay a wreath in Village of Slocan for Remembrance Day. CARRIED*

- c. Julian gave report from Tech Committee, now called IT Committee. New email addresses should now be used for all our SVSHS emails and old ones removed from peoples' address books. Email etiquette guidelines: subject line should include topic and action (i.e. FYI or decision needed), email should say how to reply, (i.e. 'reply' to sender or 'reply all'). The website has been updated to bring Director list up-to-date and dates for the Outreach Programs. Needed ongoing website work is recognized by IT Committee.
- d. Policy is almost ready to be finalized but an Implementation Process re the policies need to be developed asap.
- e. Mandate committee – has not met
- f. Joanne reported the BC Housing workshop in Castlegar on their portal was about budgeting and finances for BC Housing funding. It is anticipated that this portal may expand to cover all aspects of communication with them.
- g. Training re: PIPA and FOI – Sally still making enquiries
- i. November BCNPHA conference in Vancouver – Tamara is attending covered by CBT and both a bursary and travel funding have been received from BCNPHA for Huguette to also attend.
- j. Sam will put together another SVSHS scrapbook with materials to date.

Notes

Penny has reported that Annual Report has been filed to Registrar of Societies.

Joanne will staff a SVSHS table November 7 at WE Graham School for Dollars & Sense, (a financial literacy event) put on by CBAL.

In-Camera

The board moved in camera to address tenant and personnel matters.

Adjournment

The meeting adjourned at 8:40 pm.

Next Meeting:

Monday, November 18, 6:00 pm

Future agenda items: Housing roundtable proposal