

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

Tuesday, November 18, 2019

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

Guests: Joyce Johnson

Meeting called to order at 6:00pm

1. **Agenda** - *Moved by Ruth, seconded by Julian, that the agenda be approved with a few additions. CARRIED.*
2. **Approval of Minutes** - *Moved by Ruth, seconded by Sue, that the regular and in camera minutes of October 22, 2019 be approved. CARRIED*
3. **Financial Reports** – Joanne presented the statements. She and Joyce are meeting to look closely at the financial structures and details, and will report to the board next month. Leah will set up payables, credits, and receivables so we get a clearer picture of our financial status. Cheque signing will now be done twice per month on the first Monday and the board meeting day. *Moved by Joanne, seconded by Mabel, that the Financial Report be accepted. CARRIED*
4. **Passmore Lodge**
 - **Admin Report**– Joyce spoke to her written report on a number of topics. She is also dealing with Dell regarding the computer upgrade to Windows 10. We are now on a much better long distance plan with Telus. *Moved by Bob, seconded by Huguette, that the Admin report be received. CARRIED*
 - **Unit 10 update** – The finished renovations look great, and the new tenant has settled in, and is very happy to be there.
 - **Maintenance** – Sean Landers and Sean Cameron are both available to help with maintenance on a call out basis, and Kersten is still available for emergencies. Joyce will see if Kersten is available to provide an orientation session for the other two and the emergency contact.
 - **Estate settlement and car** – The release of the car has been sent to our lawyer Leon Piggott, and the estate lawyer has suggested they meet us at RHC to transact the transfer. We are waiting for the estate’s lawyer to have power of attorney, after which Sue will meet with them to do the transfer.
 - **Michahel Lavendar’s birthday** – The celebration is at the Lodge on December 3rd at 1:30. RSVP’s should be sent to John’s email address, not to the office.
 - **Post-painting cleanup** – A follow-up work party will be set up to move items from the maintenance shed back indoors. Joyce will coordinate with our maintenance workers, and let the board know the date and time.

- **Garden** - It was suggested that the garden committee reach out to the Grassroots Grammas for volunteer help with the garden cleanups, especially since we provide meeting space for their meetings.
- **Book table** – Sam volunteered to monitor and tidy the tables at Passmore Lodge. No notices or rules will be posted.

5. Slocan City Suites

- **Update** – the board reviewed Tamara’s written report. It was clarified that the “doghouse” refers to the mechanical room. *Moved by Julian, seconded by Huguette, that the Manager’s report be received.*

6. Society business

- **Committee chairs and terms of reference** – Committees were reminded to select their chair and review or draft their terms of reference. A template form is available for the terms of reference.
- **Personnel committee** – The committee met to review the contract and job description for the Slocan City Suites. They will be brought forward to the in-camera session.
- **Tech committee** – No report this month.
- **Policy Committee** – Ruth and Penny have reviewed editing changes from draft 18 to 19, and hope to have the manuals complete within the next month.
- **Mandate Committee** – Hasn’t met.
- **Report from Housing Central Conference** – Tamara is currently at the conference, but circulated a very useful preliminary report. The board’s discussion noted that the report should be forwarded to the retreat, to share ideas on many of the questions arising from the report, especially on mixed housing. Huguette was unable to attend due to the flight cancellation.
- **Board Development Committee** – The committee has met and is working on the orientation manual for the board.
- **Donation** – The BC Landscape Architects Association has sent a \$500 donation to the Society in Eric Clough’s memory.
- **Remembrance Day service** – Our wreath was placed on the cenotaph. Huguette, Rita, Joyce, and Joanne attended, along with a number of former board members.
- **Training / info session re PIPA and FOI** – Sally is continuing to explore this.
- **Scrapbook** – Sam has perused the existing scrapbooks, and is collecting materials for a new one.
- **Seasonal Social** – Sunday, December 8th, from 2:00 – 4:00 is the social. The invitation has been shared with members and supporters this year, as well as board, staff and tenants and their guests. Rita and Mabel are organizing the event, and Joanne made the poster. Set up is at 1:00pm.

7. In-Camera – The board moved in-camera to discuss personnel, director and tenant matters.

8. Adjournment – The meeting adjourned at 8:45 pm

Next Meeting:

Monday, December 16th 6:00 pm

Future agenda items:

Housing roundtable proposal

President

Secretary