

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

**Monday, January 20, 2020**

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

**Regrets:** Sue Harder, Bob Inwood

**Guests:** Joyce Johnson, Passmore Lodge Administrator

**Meeting called to order** at 6:09pm

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 December 16, 2019 be approved. CARRIED*
3. **Financial Reports** – Joanne presented the statements. She may develop a budget for the Society. *Moved by Joanne, seconded by Huguette, that the Financial Report be accepted. CARRIED*
4. **Passmore Lodge**
  - **Admin Report**– Joyce spoke to her written report on building and maintenance, grounds, energy conservation measures (all reports have been filed), admin, and the annual inspections. Through a discussion on internet over-usage, it was decided that a new modem will be purchased that will be turned off when Joyce is not in the office, or the society is not using it. Thanks were extended to Rita and Joyce for the very long hours they put in to respond to an electrical system emergency at the Lodge.
    - A request from Streamkeepers to use Passmore Lodge for their meetings was discussed. *Moved by Rita, seconded by Ruth that we deny the request. CARRIED*
    - *Moved by Huguette, seconded by Sam, that the Admin report be received. CARRIED*
  - **Unit 6 update** – The deceased tenant’s relative has indicated that they will not dispose of the belongings that are left in the unit. We are awaiting written confirmation that they are releasing all claim on the belongings, then we can begin the process of emptying out the unit and doing the extensive upgrades that are needed.
  - **Maintenance** – Kersten Klassen is willing to come back as our maintenance contractor in the same capacity as previously.
  - **Estate settlement and car** – The car has been sold. Thanks to Tamara and Sue who handled all of the details of the preparation and sale.
  - **Annual inspections** – Have been completed and reported on in the Admin Report.
  - **Post-painting cleanup** – Deferred to a future meeting.
  - **Rent Appraisal** – The required market rent appraisal has been completed and received.
  - **Legacy Fund report** – Penny is filing the final report on the grant that we received for the Passmore Lodge 20<sup>th</sup> Anniversary Celebration.
5. **Slocan City Suites**
  - **Manager’s Report** – the board reviewed Tamara’s written report.
    - *Moved by Penny, seconded by Ruth, that Tamara approach the Village of Slocan for reimbursement for the septic tank purchase, and that we remove this project from our project scope. CARRIED*

- *Moved by Rita, seconded by Ruth, that the Manager's report be received. CARRIED*

## 6. **Society business**

- **Mandate Committee** – CBT would be willing to support us as we seek legal information. The BCNPHA lawyer has offered a legal opinion to us. *Moved by Rita, seconded by Sam, that the terms of reference for the Mandate Committee be accepted. CARRIED.*
- **Building Committee** – Has broadened the committee responsibilities to include Slocan City Suites. *Moved by Ruth, seconded by Julian, that the terms of reference for the Building Committee be accepted. CARRIED*
- **IT Committee** – The committee has worked with Tamara on the process for sending requests to Tamara for posting on facebook or our website. *Moved by Julian, seconded by Ruth, that the terms of reference for the IT Committee be accepted. CARRIED*
- **Policy Committee** – The Policy Manual December 2019 has been circulated to tenants and is now in effect.
- **Board Development Committee** – They have reviewed our recruitment needs and identified that a male Village of Slocan resident, with skills in building trades or IT, would be optimum to fill the demographic that is missing on the board.
- **Retreat Planning** – Ruth, Joanne and Sally are planning the board retreat on March 14<sup>th</sup>. Huguette is looking after the food.
- **Rent conference** – The regional RENT Conference is in Cranbrook on Sept 17<sup>th</sup>.
- **Regional Housing Needs Assessment** – Sally has responded to the invitation to participate. Ruth and Penny will attend the first session.
- **Housing Support Workshop** – Tamara found this useful. Others may too, along with the on-line course re Landlord 101
- **Housing roundtable proposal** – We reviewed the history on this, and will revisit it in the future.
- **Training / info session re PIPA and FOI** – Deferred to a future meeting
- **Note from RDCK Director Walter Popoff** – Walter advised us of a signage initiative out of the tourism ministry. The board decided not to pursue the opportunity.

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

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

### **Next Meeting:**

**Monday, February 18th 6:00 pm**

### **Future agenda items:**

Housing roundtable proposal  
Training / info session re PIPA and FOI  
Post-painting cleanup

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President

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Director