

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

**October 19, 2020**

**Present:** Sally Mackenzie, Julian Ross, Bob Inwood, Huguette Marr, Sue Harder, Joanne Feenstra, Penny Tees, Mabel Kabatoff, Ann Harvey, Sam Simpson, Ruth Hackett for first part of meeting.

**Meeting called to order** at 6:22 pm

**Agenda** – *M/Huguette, S/Julian, that the agenda be approved as amended. CARRIED*

**Approval of Minutes**

*M/Sam, S/Ann that the minutes of the September 21 Board meeting & September 21 In-Camera meeting be deferred to the November Board meeting. CARRIED*

**Financial Report**

The Finance Committee will now be meeting monthly, a week before the Board Meeting. They are proceeding with getting originals of financial information (invoices, receipts, grants etc) into the office by November so all documentation is in the same place. If any Board members have any original papers in their possession please get them to the Finance Committee asap. The Committee has also drafted a financial procedures protocol that they have started to use. Penny requested that they review it to be sure that it is in accordance with our Policy. Joanne reported that they are making these changes to create efficiencies which should reduce audit costs. It was clarified that any money left over from the donation for decommissioning the ponds will be retained by the Society as per the wishes of the donor(s).

*M/Joanne, S/ Sue, to accept the financial reports for September, 2020. CARRIED*

**Passmore Lodge Administrative Report**

Bob explained the anthill situation will be followed up in the spring as needed – he will review the signed contract.

*M/Julian, S/Ruth that the request to sign up with the e-signature company, Panda Doc, be referred to the IT Committee for their recommendation with regard to reputation and security. CARRIED*

Current system should be used to pay bills until a decision is made.

*M/Penny, S/Mabel to receive the PL Administrative Report. CARRIED*

**Slocan City Suites**

*M/Penny, S/ Joanne to receive the SCS Report. CARRIED*

**Society Business**

**a. Approval of new members** - Sam get the names of the new members from Joyce so the Board can approve them and request her to please include new member names as part of the PL monthly report. We clarified that we do not need to approve renewing members, but if people's memberships have lapsed we would like to be informed and approve them again.

**b. Correspondence** – Sally has written a letter to the owners of the problem dog emphasizing the problems it creates and Dustin, who knows them, also spoke to them directly. Other correspondence was brought to In-Camera meeting.

**c. Building Committee** – Bob reported that PL Unit Inspections will be done at the same time as Fire Inspections and that he and Joyce are waiting for PL Fire Dept. to get back to them. Tamara

has also contacted Bob re scheduling SCS Unit Inspections. The repair to the PL parking lot is scheduled to take place this week.

**d. Board Development Committee** – Sam reported that the updates to the Director Orientation Manual have been put in the post and the Committee will continue to seek out prospective Board members.

*M/Sam, S/Penny that the Board approve the expenditure of a total of \$1015 to allow 5 Board members and 2 staff to attend the online BCNPHA Conference December 2-4. CARRIED with one abstention.*

*M/Ann,S/Ruth refer to Finance Committee to have line items for both staff and Board professional development added to the budgets. CARRIED*

**e. IT Committee** – is aligning the CBT grant for COVID related expenses to match the General Ledger format.

**f. Review of TOR** – *M/Ann, S/Penny to accept the TOR for the Personnel Committee. CARRIED*

*M/Huguette,S/Bob to accept the TOR for the Finance Committee. CARRIED*

**g. Planning Meeting report** – Ann typed the notes from the meeting of October 8 and they have been sent out to everyone. Our next meeting is Saturday, November 7 starting at 10 am by Zoom. There will be a technical workshop at 9:30 on how to do screen sharing.

**h. Provincial Housing Conference, December 2, 3, & 4** - Five Board members and Joyce are planning to attend. Sam will send out everyone’s workshops to attendees for their information.

**I. Proposal from New Denver Housing Society** – they have contacted us to ask if our Society would be interested in managing/possibly owning the housing they are proposing to build in New Denver.

There is up to \$10,000 from Employment and Social Development Canada’s Investment readiness program to hire a consultant to help us look at the implications of expanding our portfolio. This could include both Slocan and New Denver proposals as well as our own expansion plans.

*M/Joanne, S/Julian that we form a committee, spearheaded by Sally and Ann, to follow-up on funding available to examine our capacity and the implications of expanding our portfolio.*

*CARRIED*

**J. Wreath Laying Slocan** -the SVSHS wreath is ordered and Sally will attend the ceremony. This year there is no parade and the Legion members will be placing all of the wreaths.

**In-camera meeting** - Board moved in-camera

**Adjournment** The meeting adjourned at 8:26pm.

**Next Meetings:**

**Board Planning meeting: 10 am to noon Saturday, November 7, 2020** by Zoom

Technical workshop preceding at 9:30 am

**Next Board meeting: 6:00 pm Monday, November 16, 2020** by Zoom

---

President

---

Secretary