

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

November 16, 2020

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

Meeting called to order at 6:09 pm

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

Approval of Minutes

M/Sam, S/Ruth that the Board and In-Camera minutes of September 21 and the Board and In-Camera minutes of October 19 be approved. CARRIED

Financial Reports

Joanne reiterated that if you have questions regarding the distributed financial statements that you send them to her ahead of the meeting so that she can find the answers for the meeting. If there are additional questions during the meeting itself, she will email answers asap.

Joanne reported that Andrea Kramer will make the Balance Sheet easier to follow at no charge.

M/Joanne, S/ Sue that Andrea Kramer of Grant Thornton be hired to work on our behalf with BC Housing and CBT regarding the compliance audit for the Slocan City Suites construction project at a cost not to exceed \$1,500. CARRIED

M/Joanne, S/ Huguette, to accept the financial reports for October, 2020. CARRIED

Passmore Lodge Administrative Report - Joyce's written report was reviewed.

M/Penny, S/Sue to approve replacement of Unit8 stove. CARRIED

M/Penny, S/Ruth to ask Joyce to take quotes for hot water demand systems to Building Committee so they can make a recommendation for the next Board meeting. CARRIED

M/Ann, S/Julian to ask the Building Committee to set-up a septic tank maintenance schedule. CARRIED

M/Huguette, S/Ruth to receive the PL Administrative Report. CARRIED

Slocan City Suites - Tamara's written report was reviewed.

The Unit inspections by Tamara and Bob are scheduled to take place Nov. 25.

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

Society Business

a. Committee Reports

IT Committee – Julian reported the Committee is meeting and working on updating various parts of the website that need updating but not doing a 're-write' of the website.

If Committees want to use an enhanced version of Zoom for their meetings, contact Ruth who will assist with that.

M/Julian, S/Mabel to accept the revised TOR for the IT Committee. CARRIED

IT looked at three different electronic signing systems. *M/Julian, S/Sue that we purchase the edocument signing system called smallpdf, at a cost not to exceed \$200 Canadian annually.*

CARRIED

Building Committee –

M/Bob, S/Ruth to accept the revised Building Committee' TOR. CARRIED

Bob reported that they have been talking to Joyce about various systems to keep track of maintenance, Joyce had already initiated an Excel spreadsheet which may be what is used. The partial repaving of the PL parking lot has happened but unfortunately it still has a low area that the company has agreed they will fix. Bob will continue to follow up and has told Joyce to not pay that invoice until the work is satisfactory.

Board Development Committee – *M/Sam, S/Mabel that the updated TOR be accepted. CARRIED M/Sam, S/Ruth that the budget for the Board Development Committee for current year (2020/2021) be \$1500 to be allocated largely for Professional Development for Board members, half of the amount to come from each PL and SCS budgets. CARRIED*

Policy Committee – Ruth reported that the Finance Committee are still working on Financial policy which will then go to the Policy Committee.

Planning Meeting report – Ann took the notes from the November 7 meeting and they have been sent out to everyone. The next meeting is Saturday, November 28 at 10 am by Zoom.

b. SCI Grant - Sally reported that the Small Communities Initiative Grant was received from New Market Funds Society's Investment Readiness Program, a program in partnership with the federal government. An amended contract was signed between the Society and consultant Scott Hughes who has started the work. The amendment added an Appendix C which outlined the scope of work in more detail, taken from the original funding application. Ann was asked during the board meeting to send out the final amended contract to the Board.

Note: Notice of approval of SCI grant was received November 10 and emailed to the Board by Sally. An in-camera e-vote by Board November 11-13, 2020 regarding contract was passed.

c. meeting with Slocan – Sally, Joanne and Tamara met with M'akola staff, Graham Burns and Lindsay Monk and Michelle Gordon, CAO, Village of Slocan on November 10 to continue exploring possibilities of partnerships with them.

d. Possible New Outreach – Sam reported on conversations that she had about partnering on food/pharmacy deliveries but recommends that we not take on any other new projects right now.

e. Mask policy for Outreach programs – after extensive discussions, *M/Joanne,S/Sam that all of our in-person outreach programs be cancelled effective immediately. CARRIED UNANIMOUSLY.*

f. Slocan Remembrance Day – Sally attended and reported that it was organized differently than usual but was well done. Photo of Sally with our wreath is on our Facebook page.

g. Approval of New Members – *M/Joanne, S/Mabel that the following new and lapsed members be approved, Eileen Kosiancic, Ray Kosiancic, Eve & Dexter Adams, Henry Hutter, Karl Koerber, Ruth Porter. CARRIED*

h. Provincial Housing Conference, Dec 2-4 – five Board Members are registered

In-camera meeting - Board moved in-camera

Adjournment The meeting adjourned at 8:42pm.

Next Meetings:

Board Planning meeting: 10 am to noon , Saturday November 28, 2020 by Zoom

Next Board meeting: 6:00 pm, Monday, December 14, 2020 by Zoom (moved forward one week from usual time)

President

Secretary