

## **Slocan Valley Seniors Housing Society**

**Minute of Board of Directors Meeting by Zoom**

**December 14, 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 6:15 p.m.

**Agenda** – M/Ann, S/Bob, agenda **amended to add Society name change** be approved. **CARRIED**

### **Approval of Minutes**

M/Sam, S/Penny that the Board and In-Camera minutes of November 16 and the In-Camera E-vote minutes of November 11-13, be approved. **CARRIED**

### **Financial Reports**

Joanne spoke to the **Financial Statements** and the **Financial Process Document** that she, staff, and the Finance Committee have been working on for the last couple of months.

Joanne and Joyce have been investigating the **Property Management Software System** which is recommended by BCH who will partially fund it. There will be a **BCNPHA webinar** on January 21 that all who wish or need to can attend.

M/Joanne, S/ Ruth to accept the financial report and statements for November, 2020. **CARRIED**

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

M/Ruth S/Julian to receive the PL Administrative Report. **CARRIED**

*Note from Secretary: As it took place the day after the November 16 Board meeting, it was not been recorded that Joyce and Bob did do the quarterly inspections at PL and there were no issues of concern.*

**Slocan City Suites** – No written report reviewed but Sally reported on her verbal communications with Tamara.

Tamara is installing **charcoal filters on the septic tank vents** because Sally had received negative community feedback about septic smells. Further on septic tank queries, Sally will speak to Tamara for information re **SCS and Village joint septic ventures**.

Tamara is within a day or so of completing the **“as builds” and operating manuals** to send to BC Housing. Then the funding for the building of SCS can be wrapped up with BC Housing.

Penny queried if **Fortis rebates** might have an expiry date, Sally will check with Tamara.

*Note from Secretary: at the November 28 Board Planning meeting it was agreed that the SCS Unit inspections by Tamara and Bob, which were scheduled to take place Nov. 25, will be postponed until as soon as possible in 2021, depending on health orders.*

**a. Committee Reports**

**IT Committee** – Julian reminded us of Society **email protocols** which the IT Committee again circulated with the December Board package.

A short explanation/demonstration on the use of the **Chat** and **Share** functions on Zoom was given.

**Building Committee – Parking Lot** - Bob reported that the work to remedy the low spot in the PL parking lot cannot happen until sometime in spring because the work cannot happen in the winter. He has spoken to the Power Paving owner who accepts responsibility for the problem and agreed that Power Paving would not be paid until after repairs are satisfactory.

**Hot Water System** - Bob reported that he just received the quotes for the hot water system replacement and needed to consult with Joyce before a recommendation could be made. The Board may have to make a decision on this via e-vote.

Hugette and Sally are working on a **Capital Plan** that they are expecting to bring to the Board for the January Board Meeting,

**Policy Committee** – Ruth reported that the Finance Committee is finishing up drafting changes to **Policy A15 Financial Management**. It will then go to the Policy Committee for review and after that to the entire Board and staff for their review who will have 30 days to complete. It will then come back to the Board for our approval.

**Planning Meeting report** – Ann took the notes of the Planning meeting that was held November 28 and sent them out to the Board. Julian will be sending out a couple of corrections to the information that he presented.

**Covid Working Group** - Penny reported on the Group's investigations and it seems clear that the HVAC system operates to move the **air into (and out of) each apartment separate** from each other and also separate from the Common Areas which include the corridors, the laundry, office, lounge, kitchen etc. The only significant mixing of air supplies are when residents have their apartment doors to the corridor open.

The Group's **draft Covid Update notice** to tenants was viewed on Screen Share and discussed and it was:

*M/Penny, S/Julian that this notice, with the amendment to add the date, be approved for circulation to PL tenants. CARRIED*

**b. SCI Grant (Small Communities Initiative)** - Sally, Joanne and Ann met with consultant Scott Hughes on Friday, December 11 to get an update and answer questions that he had.

**c. Slocan Meeting** – Sally, Joanne and Hugette attended the public meeting in Slocan Village to hear the water and septic concerns that some residents had about Slocan's proposed new affordable housing project.

In order to formalize the somewhat adhoc group of Board members, who have been meeting about possible partnering opportunities:

*M/Penny, S/Mabel that the members of the Liaison Working Group for Slocan/New Denver discussions be comprised of Sally, Joanne, Ann and Julian. CARRIED UNANIMOUSLY*

**d. Provincial Housing Conference, Dec 2-4** – five Board Members and both staff attended parts of this conference. The workshops and presentations can be viewed for the next year. Comments and reports from staff and some Board members were circulated.

**e. Society name change** – discussion deferred to January Board Meeting.

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

**Adjournment** The meeting adjourned at 8:42 p.m.

**Next Meetings:**

**Next Planning meeting** – not set as we are waiting to hear from consultant Scott Hughes

**Next Board Meeting: Monday, January 18, 6 pm** by Zoom