

MINUTES
MARQUIS FOUNDATION BOARD MEETING
PETER DAWSON LODGE, VULCAN AB
November 28th, 2023

Present: Laurie L., Kelly N., Judy S., Jamie S., Patrick W., Kym N., Matt C., Gloria W.

Present by Microsoft Teams:

Absent with regrets: Brad K.

1) Call to Order:

The meeting was called to order at 6:00 p.m. by Laurie L.

2) Guest:

3) Election of Chairperson and Vice-Chairperson

Gloria W. called for nominations for the Chair position. Jamie S. nominated Laurie L. Patrick W. seconded the nomination. Kym N. motioned nominations cease. All in favor. Carried.

Laurie L. called for nominations for the Vice Chair position. Kym N. nominated Jamie S. Jamie S. declined. Kelly N. nominated Judy S. Jamie S. motioned nominations cease. All in favor. Carried.

4) Nominations of two Board Members to have signing authority at Financial Institution.

Judy S. motioned to keep the signing authority as is – Chair position (Laurie L.) and Town of Vulcan Rep. (Judy S.) All in favor. Carried.

5) Nominations of two Board Members to open and close bank accounts at Financial Institution.

Laurie L. motioned to keep the Chair Position (Laurie L.) and Town of Vulcan Rep. (Judy S.) to open and close bank accounts. All in favor. Carried.

6) Nominations of three Board to Wage, Finance, and Audit Committee.

Judy S. nominated Jamie S. Kelly N. and Kym N. All in favor. Carried.

7) Nominations of three Board Members to Policy Review Committee.

Laurie L. motioned to keep the same three members – Laurie L. Kelly N. Judy S. All in favor. Carried.

8) Additions to Agenda:

9) Adoption of Agenda:

Kym N. motioned to accept the agenda as presented. All in favor. Carried.

10) Approval of Previous Minutes October 24th, 2023:

Jamie S. motioned to accept the minutes as presented. All in favor. Carried.

11) Business arising from the Minutes:

12) Financial Reports:

Patrick W. motioned to accept the financial reports as presented by Gloria W. as information. All in favor. Carried.

13) Correspondence:

13.1 Alberta Seniors, Community and Social Services

13.2 AHS Environment Public Health

Matt C. made a motion to accept the correspondence as information. All in favor. Carried.

14) CAO Report November 2023:

Judy S. motioned to accept the report as information. All in favor. Carried.

15) Director of Resident Care Report October/November 2023:

Kelly N. motioned to accept the reports as information. All in favor. Carried.

16) Policies:

16.1 Kitchen Assistant

CH 02 SEC 03 SUB 70

Jamie S. motioned to accept the Kitchen Assistant Policy as presented. All in favor. Carried.

17) New Business:

17.1 MAR ASHC Allocation

Gloria W. stated that Self-Contained Housing received funding in the amount of \$250,000.00 for Capital Maintenance and Renewal program from the Government. Funding has been approved to finish the window replacement in PHS 2 and PHS 3. Two apartments in PHS 3 will receive new kitchen cabinets. Lomond will receive new windows and kitchen cabinets. Champion and Carmangay will receive new kitchen cabinets.

17.2 Minister Update

Laurie L. reported that Kelly N. and Laurie L. met with Minister Nixon.

Judy S. motioned to accept MAR Allocation and Minister Update as information. All in favor. Carried.

17.3 Solar Application

Laurie L. stated that she had met with an individual regarding the possibility of installing solar panels onto the roof of the new building. 100% of this expense will need to be covered before going forward with any plans. Laurie L. will continue to investigate possibilities.

17.4 ASCHA Convention

Jamie S. moved that Gloria W. will attend the ASCHA convention in March 2024. All in favor. Carried.

17.5 Annual Board/Resident/Staff Christmas Supper

Kym N. made a motion to purchase a \$50.00 gift card from Market Street for each Employee. All in favor. Carried.

18) Closed Meeting:

19) Motions Coming from a Closed Meeting:

20) Next Meeting:

The next meeting is scheduled for Tuesday January 30th, 2024, 6 p.m., Peter Dawson Lodge and Microsoft Teams.

21) Adjournment:

The meeting was adjourned at 7:05 p.m. by Judy S. All in favor. Carried.

CAO – Marquis Foundation

Chair – Marquis Foundation

APPROVED