



Lacombe Foundation Board Meeting
 Monday March 27, 2023 @ 1:00pm
 Lacombe Foundation Office Board room

MINUTES

In Attendance:	Colleen Ebden (regrets)	Town of Eckville
	Lenore Eastman	Town of Bentley
	Barb Gilliat	Village of Alix
	Barb Shepherd	Lacombe County
	Tracy Hallman	Village of Clive
	Reuben Konnik (regrets)	City of Lacombe
	Jamie Hoover	Town of Blackfalds
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)
	Lacombe Foundation	Ann Hultink
Delegation	Metrix Group	Curtis Friesen

1.	<p>Call to Order</p> <p>The meeting was called to order at 1:00 pm by Board Chair Jamie Hoover.</p>
2.	<p>Approval of Agenda</p> <p><i>B. Gilliat moved to accept the Agenda as presented. CARRIED</i></p>
3.	<p>Delegation –Metrix Presentation of the 2022 Audited Financial Statements</p> <p>Curtis Friesen of Metrix Group reviewed the 2022 statements.</p> <p>Highlights: Audit process went smoothly. Testing confirmed good record keeping, A clean audit report was presented.</p> <p>Revenues reflect Covid funding and consistent LAP grant funding. Expenses noted utilities lower than the previous year due to excellent rate contracts. Higher interest rates have impacted the loans related to Affordable Housing, resulting in lower principle paydown.</p> <p><i>B. Shepherd moved to approve the 2022 Audited Financial Statements as presented. CARRIED</i></p>
4.	<p>Approval of Minutes</p> <p><i>B. Gilliat moved to approve the January 30, 2023 minutes as presented. CARRIED</i></p> <p><i>T. Hallman moved to approve the February 27, 2023 minutes as presented. CARRIED</i></p>
5.	<p>Correspondence</p>
	<p>a. Covid Funding Update</p>
	<p>b. Ukrainian Evacuee Eligibility</p>
	<p>c. Virtual Dementia Tour</p>

	d.	Alberta Health – Investment in Continuing Care	
		<i>L. Eastman moved to accept the Correspondence as information.</i>	<i>CARRIED</i>
6.	Reports		
	a.	<p>Financial Reports Review of the financial statements and explanatory notes for the 2 months ending February 28, 2023</p> <p>Reviewed balance sheet items. Interest rates are being closely monitored to maximize returns on accounts and GICs.</p> <p>Lodges: Rents are very close to budget. LAP grant 2023 will be equal to 2022. Utilities higher related to seasonal usage. Billings have been received more slowly due to changes with 87/60. With lower occupancy, staffing costs are being managed by not filling vacant lines.</p> <p>Affordable Housing: Occupancy very strong. Prepared for 30-day turnaround with some anticipated move-outs.</p> <p><i>T. Hallman moved to accept the financial report as information.</i></p>	<i>CARRIED</i>
	b.	<p>Occupancy Report to February 28, 2023</p> <p>DSL Occupancy at Eckville higher, but lodge occupancy is lower. Some viewings are scheduled but seeing slower uptake of units.</p> <p>100 % occupancy in affordable housing.</p> <p><i>B. Shepherd moved to accept the occupancy report as information.</i></p>	<i>CARRIED</i>
	c.	<p>CAO Report</p> <p>Provincial Budget 2023 review, Auditor General Continuing Care reports. SHAR and Yardi updates to be implemented for July 1, 2023. Discussed the grants research that has taken place and current status of the project request; it has been difficult to set up a meeting with the Ministry. Lacombe Hub update and discussion on what the role of the Foundation is in the project.</p> <p>Facility Services Manager and Payroll and Finance Officer positions have been filled. Resident surveys, lodge marketing plan development and the new QI initiative will be Move-ins and admissions – Welcome Experience. TBG Outreach Education has delivered some courses at Eckville and the Virtual Dementia Tour will be in Lacombe next week.</p> <p><i>B. Shepherd moved to accept the CAO report as information.</i></p>	<i>CARRIED</i>
7.	New Business		
	a.	2022 Audited Financial Statements – see item 3	
	b.	<p>ASCHA Convention – Ballot Voting</p> <p>ASCHA uses a weighted voting system at their AGM and the ballot must be assigned.</p> <p><i>B. Gilliat moved to assign the ASCHA AGM ballot votes to Melodie Stol.</i></p>	<i>CARRIED</i>



	<p>c. Election 2023/ Lacombe Lodge Redevelopment Advocacy</p> <p>Received feedback on the election advocacy points. Will expand the points on the challenges with the older lodge building, will note the projected increased demand in the area.</p> <p>Will update the 2019 budget projections by 30% as recommended.</p> <p>Will draft a letter to the Ministry of Red Tape Reduction highlighting the barriers encountered as we research grants.</p> <p>Updated materials will be sent back out to the board members in early April.</p>
8.	<p>Next Meeting Date</p> <p>Monday May 15, 2023 at 1:00 pm, Lacombe Foundation Office</p>
9.	<p>Adjournment</p> <p>The March 27, 2023 Lacombe Foundation meeting was declared adjourned at 2:25 pm.</p>

Jamie Hoover, Board Chair
Lacombe Foundation

Carla Beck, CEO or Shannon Holtz, Director
The Bethany Group

May 15, 2023

Date

May 15, 2023

Date