



Lacombe Foundation Board Meeting
 Monday December 5, 2022 @ 1:00pm
 Lacombe Seniors Lodge

MINUTES

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

1.	Call to Order The meeting was called to order at 1:15 pm by Board Chair Jamie Hoover.
2.	Approval of Agenda <i>B. Shepherd moved to accept the Agenda as presented. CARRIED</i>
3.	Approval of Minutes <i>R. Konnik moved to approve the Regular Meeting Minutes of September 26, 2022 as presented. CARRIED</i>
4.	Correspondence
	a. Seniors and Housing Business Plan
	b. Seniors Income Amounts October-December 2022
	c. The Bethany Group Annual Report
	<i>T. Hallman moved to accept the Correspondence as information. CARRIED</i>
5.	Reports
	a. Financial Reports Review of financial statements and explanatory notes for the 10 months ending October 31, 2022 Lodges: Covid funding still being received for occupancy loss to the 2019 benchmark. Increase in guest meals as more families are joining meals and an increase in Meals on Wheels. Staffing costs are under as vacant shifts are not being backfilled because of the lower occupancy numbers. Utilities are in a good position with our contracts thru 87/60.

Caring Communities

		<p>Pendant system and dry sprinkler repairs in Eckville.</p> <p>Affordable Housing: Good financial position with full occupancy of the units and rental rates increase of July 2022. Expenses include a hot water tank replacement in Blackfalds, and the increase to mortgage rates in July.</p> <p>Deferred Contribution: Bus Fund: Replacement of bus tires was funded through the bus fund. Amount remaining is \$2274.</p>
	b.	<p>Occupancy Stats to November 30, 2022</p> <p>Affordable: Full occupancy.</p> <p>Lodges: Some Eckville lodge residents have moved to the DSL side. In Lacombe 6 move-ins were balanced off with 6 move-outs. TBG has started a Lodge marketing working group to share ideas and develop plans with the Lodge managers.</p>
	c.	<p>CAO Report</p> <p>Flu and Booster Immunizations offered at each lodge site. CLAC contract ratified by their members. Full staffing levels of HCA's, including a casual pool. Financial analyst position is vacant, TBG is providing payroll support while recruitment is ongoing. QI project meal time experience is wrapping up, with focus on lessons learned and best practices. Menu feedback from residents. Ministry change to Seniors, Community and Social Service, update on HUB affordable housing project and ASCHA regional meeting.</p>
		<p><i>L. Eastman moved to accept the Reports as information.</i> <i>CARRIED</i></p>
6.	New Business	
	a.	<p>Budget 2023</p> <p>Affordable: Revenues based on 95% occupancy with no increase to rental rates in 2023. Expenses include increases related to the CPI, insurance, operating maintenance up from \$850 to \$1000 per door. Non-recurring maintenance of \$15,000 for shingles replacement. Favorable utilizes futures contracts with 87/60. TBG management fee increase of 7% and mortgage renewal in July 2023.</p> <p>Lodges: Revenues based on no Covid funding, conservative occupancy estimate. No changes to rental rates, service fees or LAP funding. Still waiting to hear about DSL transitioning to enhanced lodge services model. Expenses include increases related to the CPI, new union contract with wage increases, operating maintenance up from \$850 to \$1000 per door. Non-recurring maintenance of \$20,000 for window replacement. This work has become critical as lodge replacement has not been approved. Not in budget is replacement of nurse call system in Eckville. Grant funding through the CMR program will be pursued for the windows and nurse call. Favorable utilizes futures contracts with 87/60. TBG management fee increase of 7%.</p> <p>Discussion on how to address the budget deficit of \$335,751 through a combination of requisition increase and using retaining earnings. Requisition has not been increased in ten years since 2012. Increasing from \$624,600 to \$775,000 would be an increase of \$150,400 and cover about 50% of the deficit.</p>



	<p><i>B. Shepherd moved to approve the 2023 Lodges Budget with a requisition of \$775,000 and the projected deficit to be drawn from retained earnings. CARRIED</i></p> <p><i>R. Konnik moved to approve the 2023 Affordable Housing budget as presented. CARRIED</i></p> <p><i>C. Ebden moved to approve the July 2023 rate sheets with no changes to rental rate calculations, no increases to service fees and changes to the Guest Meal rates and an increase of \$1.00 to the Eckville Manor cable charges. CARRIED</i></p>
b.	<p>Affordable Housing</p> <p>Chair Hoover shared that the Town of Blackfalds is nearing completion of a social needs assessments. Discussion on the affordable housing program.</p>
7.	<p>Next Meeting Date</p> <p>Monday January 30, 2023 at 1:00 pm via Zoom.</p>
8.	<p>Adjournment</p> <p>The December 5, 2022 Lacombe Foundation meeting was declared adjourned at 3:03pm.</p>

Jamie Hoover, Board Chair
Lacombe Foundation

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

January 30, 2023

Date

January 30, 2023

Date