

Little Mountain Residential Care & Housing Society

MINUTES

Annual General Meeting

Tuesday, September 18th, 2018
7:00 p.m. – Little Mountain Place
330 East 36th Avenue, Vancouver, BC V5W 3Z4

Present - Members: Steve Hui, Ken Jue, Ginger Brown, Roy Falletta, Carmen Wan (via skype), Tracey Mactavish, Robert Breen, Vanessa Barron, Kate Parisotto, Brendan Craig, Aditya Sharma, Lana Korch, William Fung, Gregg Cernes, Ken Hui, Gordon Yeung, and Lisa Schwabe

Present – Administration: Nicole Normand (APL); Andy Hoong (APL); Barbara Stafford (LMP - Recording)

Present – Guests: Sara Jordan (VCH), Lawrence Pang, Wendy Wong, Rose Wong, Wing Pang, Joe Lee, Neil Chan, Loren Lee, Susie Chin, Tracey Gray, Salim Nathu, Helga Dressler, Yvonne Yue, Linda Chan, Mona Chan, Julia Shum, Glen Koyanagi

Regrets – Jen Selman and Judy Kelly

1.0 CALL TO ORDER

Steve Hui called the meeting to order at 7:15 pm and confirmed that a quorum was present.

2.0 ADOPTION OF AGENDA

Kate Parisotto moved and Roy Falletta seconded that the Agenda be adopted as written.

CARRIED

3.0 ADOPTION OF PREVIOUS MINUTES

Kate Parisotto moved and Ken Jue seconded that the Minutes of the November 21st, 2017 EGM be adopted as written.

CARRIED

4.0 RECOGNITION OF BOARD MEMBERS & GUESTS

Steve Hui welcomed all members and guests and thanked everyone for attending. He recognized and welcomed Family Council members.

Steve recognized Lisa Schwabe, who was made an honorary lifetime member for her valuable contributions to the Society.

He introduced Sara Jordan, and new Board nominees Aditya, Lana, Gregg and William, and thanked Jen, Nicole and Barbara for their help and support over the past year.

Steve reviewed historical events that happened in 1983 when the Society originated.

5.0 RECEIVE AND CONSIDER A REPORT FROM THE BOARD OF DIRECTORS REGARDING THE AFFAIRS OF THE SOCIETY SINCE THE 2017 AGM

Steve expressed his gratitude to past and present Board Members. The Society had faced difficult times five years ago, and Steve is really proud of the work that has been done.

Steve recognized Roy Falletta as past Chair for his contributions, and Directors Brendan Craig, Kate Parisotto, Judy Kelly and Dennis Wilson-Cole who worked hard as members of our Planning, Finance and Audit and Nominating committees. Steve thanked Judy Kelly, a member of the Board since 2013 for all her hard work as the Executive Board Secretary and for all that she has accomplished over the last five years.

The Board will continue work with our stakeholders and the community.

6.0 RECEIVE AND CONSIDER THE REPORT OF THE TREASURER, THE REPORT OF THE AUDITORS AND THE FINANCIAL STATEMENTS FOR THE PRECEDING FISCAL YEAR

Carmen reported the Society has had a strong year fiscally. She spoke to the Treasurer's report and to the Financial Statement that was distributed to the members and guests. The Financial Statements were audited by KPMG and approved by the Board of Directors on July 17th, 2018. The fiscal year ending March 31st, 2018 reported an accumulated surplus of \$75,000.

The Finance and Audit Committee ensures the Society continues to meet the operational obligations, and monitors the progress of our capital improvements.

Carmen thanked the finance team for all their hard work.

7.0 Report from the Quality Improvement & Risk Management Committee

Ginger Brown referred to her report. She reported the Committee is happy to see improvements in the quality performance indicators that are monitored, tracked and reviewed and the Committee will continue to address any issues raised.

The Committee will continue to monitor and follow up key recommendations of the Senior Advocate Report. The Committee has identified that a specific "lens on culture" is a priority, as well as achieving Accreditation status within the next two to three years. Ginger acknowledged all the work the committee members have provided in the last year including the site staff Jen, Sital and Nicole.

Q: Member: On behalf of the Family Council, we would like a review of the letter sent to the Leader and Board.

A: The Family Council steering committee will be meeting with Board members and the LMP site leader on October 3rd. Questions can be brought up at that meeting.

8.0 Management Report - Adanac Park Lodge (APL), Little Mountain Place (LMP) and Little Mountain Court (LMC)

Steve introduced Nicole Normand who will be presenting the reports for all three sites.

Nicole joined Adanac Park Lodge in January 2018 and is pleased to be presenting the reports. She thanked the Board for their support and would like to recognize all of the staff and others who have assisted with enriching our community.

Nicole presented the report for LMP and LMC on behalf of Jen Selman, who joined Little Mountain Place and Court in September 2017.

Q: Member: Why is Jen Selman, Senior Operations Leader not present?

A: Nicole responded by saying Jen was unable to attend as she had another commitment.

In closing, Nicole stated she is looking forward to another year to come.

Q: Member: Vacation relief lines. Are they addressing overtime issues? How are sick leave and overtime at LMP?

A: Nicole responded that she is unable to answer these specific questions and will bring these questions forward to Jen.

Q: Member: Falls reduction - what is the number of falls and injury?

A: Ginger stated our numbers of falls with injury are consistent within the industry.

Q: Member: What are the falls with and without injury numbers?

A: Ginger: We do not have these numbers with us today. Both are monitored.

9.0 ELECTION OF DIRECTORS

9.1 Motion for number of Directors until the next Annual General Meeting

Kate Parisotto moved and Roy Falletta seconded that the number of Directors on the Board be set at 12 until the Annual General Meeting for the fiscal year ending March 31, 2019.

CARRIED

Carmen and Ginger have agreed to stand for re-election for another two-year term, while all other members have one year remaining on their terms. New members: Aditya Sharma, Svjetlana (Lana) Korch, William Fund and Gregg Cernes have allowed their names to stand for Board Directors for two-year terms.

9.2 Election

Motion to accept the new Board members.

It was moved by Vanessa Barron and seconded by Roy Falletta to proclaim the Board of Directors as presented on pages 17 to 21 of the Annual Report.

CARRIED

Q: Member: To new Directors, what is your background and what changes would you like to bring to LMRCHS?

A: Aditya explained his history, and Steve interjected that all new Board members do not have the information to thoroughly answer that question and will take part in an orientation program.

10.0 APPOINTMENT OF AUDITORS

Bob Breen moved, and Kate Parisotto seconded that KPMG, LLP, be re-appointed as auditors for Little Mountain Residential Care & Housing Society for the fiscal year April 1, 2018 to March 31, 2019.

CARRIED

11.0 CLOSING REMARKS BY CHAIR

In closing, Steve thanked everyone who attended today's meeting. He welcomes those who have shown an interest in the AGM and the Board will continue to encourage new members. Membership applications will be reviewed at the next scheduled Board meeting and the Board will get back to everyone in due course.

We are celebrating our 35th year and the Board is putting a great deal of work into planning for the future of the Society for the next 35 years. We have positive momentum to keep moving forward.

He thanked Barbara and staff who helped put this meeting together.

Steve declared he is proud and happy to stand as a Board member.

12.0 ADJOURNMENT

Bob Breen moved to adjourn the meeting which was seconded by Kate Parisotto. The meeting was adjourned at 8:05 pm.

Prior to the conclusion of the meeting, a motion was made, it was seconded and by subsequent motion the meeting was adjourned.

Steve Hui
Board Chair

Judy Kelly
Board Secretary