

## MINUTES

Board Members	Connie Huelsman, Board Chair Red Deer County	Ken Denson, Town of Penhold	Jul Bissell (regrets) Village of Elnora
	Don Harrison Town of Innisfail	Sandy Gamble Town of Bowden	Tim Wilson (regrets) Village of Delburne
The Bethany Group	Carla Beck CEO, The Bethany Group	Shannon Holtz Director of Housing & Lodges	Melodie Stol Stakeholder Relations
	Chimmu Abraham Payroll and Finance Officer		Delegation – Metrix Curtis Friesen

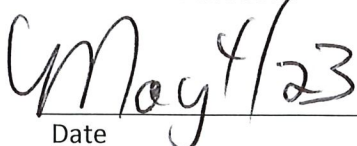
1.	<p>Call to Order</p> <p>The meeting was called to order at 10:10 am by Chair Connie Huelsman.</p>
2.	<p>Review of Agenda</p> <p><b>PF 23-03-01      MOVED by S. Gamble to Approve the March 30, 2023 Agenda as presented.</b> <b>CARRIED</b></p>
3.	<p>Delegation – Metrix Presentation of the 2022 Audited Financial Statements</p> <p>Curtis Friesen of Metrix Group reviewed the 2022 statements</p> <p>Highlights: Audit went smoothly and provided a clean audit opinion.</p> <p>Revenues have increases with good occupancy, and the statements reflect a full year with the units in Delburne and Elnora in the portfolio. Covid funding received in 2022. Expenses show utilities consistent with previous years with a good contract in place. Food costs have risen over the past year. Parkland is in a good financial position.</p> <p><b>PF 23-03-02      MOVED by D. Harrison to Approve the 2022 Audited Financial Statements as presented.</b> <b>CARRIED</b></p>
4.	<p>Approval of Minutes</p> <p><b>PF 23-03-03      MOVED by K. Denson to Approve February 2, 2023 Regular meeting minutes as presented.</b> <b>CARRIED</b></p>

5.	Correspondence	
	a.	Elnora – Delburne Audit review letter
	b.	Covid Funding Update
	c.	Ukrainian Evacuee Eligibility
	d.	Alberta Health – Investment in Continuing Care
	<b>PF 23-03-04      MOVED by K. Denson to accept the Correspondence as presented. CARRIED</b>	
6.	Reports	
	a.	<p>Financial Reports Review of the financial statements and explanatory notes for the 1 month ending January 31, 2023 Lodge: Maintenance costs low, utilities reflect seasonal usage. Variances from timing of invoices. Housing: Occupancy currently lower then budget. Variances from timing of invoices. Reviewed Balance sheet – no issues noted.</p> <p><b>PF 23-03-05      MOVED by S. Gamble to accept the January financial reports as presented. CARRIED</b></p>
	b.	<p>Occupancy Report – to February 28, 2023 Unit renovations continue in Bowden and Dodds Lake. Information on the vacant units in Delburne has been sent to the Town/FCSS. Discussion on transportation challenges in Bowden. Innisfail starting a new partnership with Prairie Bus Lines using the Pick-Up On-Demand app. Request for a board tour at Bowden</p> <p><b>PF 23-03-06      MOVED by D. Harrison to accept the occupancy report as presented. CARRIED</b></p>
	c.	<p>CAO Report Provincial Budget 2023 review, Auditor General Continuing Care reports. SHAR and Yardi updates to be implemented for July 1, 2023. 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. IT integration process complete, working through any quirks now. Parkland staff now have access to the TBG network. Snow removal contract up for renewal and will go to tender. Send any company suggestions admin so the tender can be sent broadly to</p>

		<p>local firms.</p> <p>Sylvan Lake Foundation is researching their CAO options and has contacted admin and board chair for input.</p> <p>Red Deer Housing Authority contacted the Town of Innisfail regarding community housing unit managed by RDHA. Suggested town respond that they should connect with Parkland/TBG on this.</p> <p><b>PF 23-03-07      MOVED by D. Harrison to accept the CAO report for information.</b> <b>CARRIED</b></p>
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><b>PF 23-03-08      MOVED by S. Gamble to assign the ASCHA AGM ballot vote to Melodie Stol.</b> <b>CARRIED</b></p>
	c.	<p>2023 Election Advocacy</p> <p>Reviewed a draft of election advocacy points for CALA members for feedback. List will be updated and distributed to board members in early April for their use when interacting with candidates.</p>
8.	<p>Next Meeting</p> <p>- Thursday May 4, 2023 at 10:00 am at Autumn Grove meeting room</p>	
9.	<p>Adjournment</p> <p><b>PF 23-03-09      MOVED by K. Densen to adjourn the March 30 meeting at 11:50am.</b> <b>CARRIED</b></p>	

  
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Connie Huelsman  
Parkland Foundation

  
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Carla Beck or Shannon Holtz  
The Bethany Group

  
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Date

  
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Date