

MINUTES

Board Members	Connie Huelsman, Board Chair Red Deer County	Ken Denson, Town of Penhold	Jul Bissell (regrets) Village of Elnora
	Janice Wing (alternate) Town of Innisfail	Sandy Gamble Town of Bowden	Tim Wilson Village of Delburne
The Bethany Group	Carla Beck CEO, The Bethany Group	Shannon Holtz Director of Housing & Lodges	Melodie Stol Stakeholder Relations

1.	<p>Call to Order</p> <p>The meeting was called to order at 10:00 am by Chair Connie Huelsman.</p>	
2.	<p>Review of Agenda</p> <p>PF 23-06-01 MOVED by S. Gamble to Approve the June 29, 2023 Agenda as presented. CARRIED</p>	
3.	<p>Approval of Minutes</p> <p>PF 23-06-02 MOVED by K. Denson to Approve May 4, 2023 Regular meeting minutes as presented. CARRIED</p>	
4.	Correspondence	
	a.	
5.	Reports	
	a.	<p>Financial Reports</p> <p>Review of the financial statements and explanatory notes for the 5 months ending May 31, 2023.</p> <p>Lodge: Investment income up.</p> <p>Housing: very close to budget, doing well.</p> <p>Balance sheet: no issues noted.</p> <p>PF 23-06-03 MOVED by T. Wilson to accept the May 31, 2023 financial reports as presented. CARRIED</p>

	b.	<p>Occupancy Report – to May 31, 2023</p> <p>Lodge move ins are scheduled. Tender information for renovations in SSC is being reviewed. Building a relationship with the FCSS in Delburne to promote the units. Carla/Shannon to work with Tim to arrange a visit to Delburne this summer.</p> <p>PF 23-06-04 MOVED by J. Wing to accept the occupancy report as presented. CARRIED</p>
	c.	<p>CAO Report</p> <p>Election results and Ministry updates. Reviewed correspondence to be sent to Minister and local MLA. Capital projects update. Staffing update, with recruitment underway for the finance/payroll position. Grand opening with council tours set for August 29. ASCHA regional meeting will be Wednesday October 4 in Red Deer County Gasoline Alley. Snow removal tender process, investigating potential cost savings and operational efficiency if summer lawn maintenance is included in the overall package.</p> <p>PF 23-06-05 MOVED by K. Denson to accept the CAO report for information. CARRIED</p>
6.	New Business	
	a.	<p>Business Plan Review</p> <p>Reviewed the cover letter and the completed Appendices. Total CMR Request is \$1,520,000 for projects in four of the SSC apartment buildings.</p> <p>PF 23-06-06 MOVED by T. Wilson to approve the Cover Letter and the 2023 Business Plan Appendices for submission June 30, 2023. CARRIED</p>
	b.	<p>2022 Annual Report</p> <p>The annual report was reviewed. Will be sent to municipalities, local MLA and posted to the website.</p> <p>PF 23-06-07 MOVED by J. Wing to approve the 2022 annual report as presented. CARRIED</p>
7.	<p>Round Table</p> <ul style="list-style-type: none"> - Advocacy to local MLA regarding the delay of awarding Adult Day Support programs - Formal invitations to be prepared and sent to municipalities for the August 29 event 	
8.	<p>Next Meeting</p> <ul style="list-style-type: none"> - Autumn Grove event Tuesday August 29, 2023 at 1:00 pm 	

	- Regular meeting Thursday October 5, 2023 at 10:00 am
9.	Adjournment PF 23-06-08 MOVED by T. Wilson to adjourn the June 29, 2023 meeting at 10:40 am. CARRIED



Connie Huelsman
Parkland Foundation



Carla Beck or Shannon Holtz
The Bethany Group

October 5, 2023

Date

October 5, 2023

Date