

MINUTES

Board Members	Connie Huelsman, Board Chair Red Deer County	Ken Denson, Town of Penhold	Jul Bissell 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 (regrets) Director of Housing & Lodges	Melodie Stol Stakeholder Relations
	Chimmu Abraham Payroll and Finance Officer		


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 23-05-01 MOVED by K. Denson to Approve the May 4, 2023 Agenda as presented. CARRIED</p>	
3.	<p>Approval of Minutes</p> <p>PF 23-05-02 MOVED by S. Gamble to Approve March 30, 2023 Regular meeting minutes as presented. CARRIED</p>	
4.	Correspondence	
	a.	2023 CMR Funding Approval
	b.	Seniors Income Amounts April – June 2023
	c.	<p>Election Advocacy</p> <p>Board discussed increased visibility in the community, inviting members councils to see Autumn Grove and inviting MLA and Government reps to Autumn Grove as there was never a formal grand opening due to pandemic restrictions.</p> <p>Discussed upcoming election forum and Chair Huelsman will submit written questions in advance to the organizers.</p>
	<p>PF 23-05-03 MOVED by J. Wing to accept the Correspondence as presented. CARRIED</p>	

5.	Reports	
	a.	<p>Financial Reports Review of the financial statements and explanatory notes for the 3 months ending March 31, 2023.</p> <p>Lodge: Rental revenue good to budget. Expenses reflect a correction in payroll due to a system error in 2022 and show higher than budget for Salaries and Benefits.</p> <p>Housing: Rental revenue lower than budget. Expenses reflect timing of invoices and fees for discontinuation of the former IT contract.</p> <p>Balance sheet: no issues noted.</p> <p>PF 23-05-04 MOVED by J. Bissel to accept the March 31, 2023 financial reports as presented. CARRIED</p>
	b.	<p>Occupancy Report – to April 30, 2023</p> <p>Discussed application process, and ability to accept residents aged 60-64. Discussed pets.</p> <p>PF 23-05-05 MOVED by T. Wilson to accept the occupancy report as presented. CARRIED</p>
	c.	<p>CAO Report</p> <p>Reviewed the Projects list that has been approved to be funded from the 2022 budget carry over. IT transition complete. Snow removal RFP documents being prepared. Teams from Health, Lodges and Housing are being selected for the QI Welcoming Experience project. ASCHA convention report and Spring/Summer menus shared as information.</p> <p>Informed volunteers donated time and material to repair the Legion auxiliary building at Dodd's Lake. While not a building owned or operated by Parkland Foundation, it is appreciated that volunteers took the time to repair the roof for the Legion to address liability concerns. A letter of thanks will be sent.</p> <p>PF 23-05-06 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 Business plan summary, Schedule A submission and the resident survey results.</p> <p>A cover letter and all appendices will be presented for approval at the June meeting. Survey results will be posted to the websites and noted in the annual reports.</p> <p>Cover letter should note housing affordability and the importance of the Lodge Program review. The request for land title transfer of the vacant lot adjacent to the</p>

		lodge will be made in Schedule F – Asset Management.
7.	Next Meeting - Thursday June 29, 2023 at 10:00 am via Zoom	
8.	Adjournment PF 23-05-07 MOVED by J. Wing to adjourn the May 4, 2023 meeting at 11:40 am. CARRIED	



Connie Huelsman
Parkland Foundation



Carla Beck or Shannon Holtz
The Bethany Group

June 29, 2023
Date

June 29, 2023
Date