

CYPRESS VIEW FOUNDATION

Minutes of the meeting of the Board of Directors held on Thursday November 16, 2023

Present: Chris Czember (ZOOM), Ramona Robins (Vice-Chair), Dwight Kilpatrick, Dan Hamilton, Michelle McKenzie, Sourav Saha (CAO)

Regrets: Linnsie Clark, Chelsy McArady

Call to Order

The meeting was called to order by Sourav Saha @ 9:03 am.

Election of Officers

- Chair- Chris Czember was nominated for the position of Board Chair. No further nominations were received, and nominations were declared closed. Chris Czember was declared elected by acclamation as Board Chair.
- Vice-Chair- Ramona Robins was nominated for the position of Board Vice-Chair. No further nominations were received, and nominations were declared closed. Ramona Robins was declared elected by acclamation as Board Vice-Chair.
- **Committee Appointees**
- Motion: Moved by Chris Czember to appoint Linnsie Clark to the Policy and Board Development committee. Carried
- Motion: Moved by Chris Czember to appoint Ramona Robins to the Finance committee. Carried

1. Approval of the Agenda

MOTION: Moved by Dan Hamilton to approve the agenda as amended.
CARRIED

2. Approval of the Minutes

MOTION: Moved by Michelle McKenzie to approve the minutes of the meeting of the Board of Directors held on October 24th, 2023. CARRIED

3. Business Arising from the Minutes

4. New Business

a) Audit Report and Executive Summary

MOTION: Moved by Ramona Robins to receive Audit Report and Executive Summary for information. CARRIED

5. Committee Reports

a) Finance Committee

MOTION: Moved by Dwight Kilpatrick to approve the minutes of the Finance Committee held on November 10th, 2023 as presented. CARRIED

MOTION: Moved by Michelle McKenzie to approve the August and September 2023 Financials and Bank Reconciliation. CARRIED

b) Policy and Board Development Committee

MOTION: Moved by Dan Hamilton to approve the minutes of the Policy and Board Development Committee held on November 1, 2023. CARRIED

MOTION: Moved by Dan Hamilton to approve the minutes of the Policy and Board Development Committee held on October 5th, 2023. CARRIED

Amendments to Policies:

a) P-10 Resident Neglect

Motion: Moved by Michelle McKenzie to approve the revised P-10 Resident Neglect. CARRIED

New Policies:

a) A-16 Performing MAP Restricted Activities

Motion: Moved by Michelle McKenzie to approve the new A-16 Performing MAP Restricted Activities. CARRIED

b) H-15 Transportation of Residents

Motion: Moved by Dwight Kilpatrick to approve the new H-15 Transportation of Residents as amended. CARRIED

c) P-4 Oxygen Therapy

Motion: Moved by Dan Hamilton to approve the new P-4 Oxygen Therapy. CARRIED

d) R-22 Skin and Wound Care
Motion: Moved by Michelle McKenzie to approve the new R-22 Skin and Wound Care. CARRIED

e) R-24 Advanced Care Planning
Motion: Moved by Ramona Robins to approve the new

f) R-Use of Small Microwaves/Waiver
Motion: Moved by Ramona Robins to approve the new R-62 Use of Small Microwaves/Waiver. CARRIED

6. Operational Reports

a) CAO Report

MOTION: Moved by Michelle McKenzie to approve the CAO Report as presented. CARRIED

b) October Occupancy Report

MOTION: Moved by Dwight Kilpatrick to approve the October Occupancy Report as presented. CARRIED

7. Next Meeting Date

The next Board meeting will be December 21st, 2023 @ 10:30 am.

8. Adjournment

The meeting was adjourned by Chris Czember at 9:45 am.

Minutes by Sourav Saha on November 16th, 2023

Signed: _____ Date: _____