

CYPRESS VIEW FOUNDATION

Minutes of the meeting of the Board of Directors held on Thursday, December 21st, 2023

Present: Chris Czember (Chair), Ramona Robins (Vice-Chair), Dwight Kilpatrick, Dan Hamilton, Michelle McKenzie, Linnsie Clark, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets:

Call to Order

The meeting was called to order by Chris Czember @ 10:43 am.

1. Approval of the Agenda

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

2. Approval of the Minutes

MOTION: Moved by Ramona Robins to approve the minutes of the meeting of the Board of Directors held on November 16th, 2023. CARRIED

3. Business Arising from the Minutes

4. New Business

a) CUPE 46 DRAFT

MOTION: Moved by Dan Hamilton to ratify the CUPE 46 Collective Agreement as proposed. CARRIED

b) ASCHA

Michelle McKenzie nominated Chris Czember to attend the ASCHA convention on March 11-13, 2024 in Calgary, Alberta.

c) Operational Workplan

MOTION: Moved by Michelle McKenzie to receive the Operational Workplan for information. CARRIED

d) Rent Roll

MOTION: Moved by Dwight Kilpatrick to receive Rent Roll for information.
CARRIED

e) Inspection Report

MOTION: Moved by Linnsie Clark to receive Inspection Report for information.
CARRIED

- f) Site Preparedness Assessment Report
MOTION: Moved by Dwight Kilpatrick to receive the Site Preparedness Assessment Report for information. CARRIED

- g) Strategic Plan
MOTION: Moved by Michelle McKenzie to approve the Strategic Plan as amended. CARRIED

5. Committee Reports

a) Finance Committee

MOTION: Moved by Ramona Robins to approve the minutes of the Finance Committee held on December 7th, 2023 as presented. CARRIED

MOTION: Moved by Dan Hamilton to approve the October 2023 Financials and Bank Reconciliation. CARRIED

b) Policy and Board Development Committee

MOTION: Moved by Michelle McKenzie to approve the minutes of the Policy and Board Development Committee held on December 4th, 2023. CARRIED

New Policies:

- a) A-10 Environmental Sustainability
Motion: Moved by Linnsie Clark to approve the new A-10 Environmental Sustainability. CARRIED

- b) A-11 Equal Opportunity and Code of Ethics
Motion: Moved by Michelle McKenzie to send the new A-11 Equal Opportunity and Code of Ethics back to the policy committee. CARRIED

- c) A-12 Legal Requirements
Motion: Moved by Linnsie Clark to send the new A-12 Legal Requirements back to the policy committee. CARRIED

d) A -17 Privacy

Motion: Moved by Linnsie Clark to approve the new A -17 Privacy as amended.
CARRIED

6. Operational Reports

a) CAO Report

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

b) October Occupancy Report

MOTION: Moved by Dan Hamilton to approve the November 2023 Occupancy Report as presented. CARRIED

7. Next Meeting Date

The next Board meeting will be February 15th, 2024 @ 9:00 am.

8. In Camera

MOTION: Moved by Chris Czember to go in-camera at 11:50 am. CARRIED

MOTION: Moved by Linnsie Clark to return to regular session at 1:14 pm.

CARRIED

9. Adjournment

The meeting was adjourned by Chris Czember at 1:15 pm.

Minutes by Chelsy McArady December 21st, 2023

Signed: _____ Date: _____