**Shoreham Village**

**Board of Directors Meeting – Minutes**

**June 19, 2024**

**Present** Joseph Green, Elizabeth Finney, Colleen Richardson, Alison Kelland, Denise Peterson-Rafuse and Janet Simm

**Present (via Teams)** Andrew Snyder, JoAnne Harris, Reinhard Jerabek and Jennifer Tucker

**Regrets:** Charlie Teal

1. **Approval of Agenda**

***Motion to approve the agenda. Moved by Alison Kelland and seconded by Colleen Richardson. Motion Carried.***

1. **Approval of Minutes – June 5, 2024**

Minutes should note ***“2024-2025 budget”***, under section ***6.1 Budget review/approval.***

***Motion to approve the June 5, 2024 minutes as circulated and amended. Moved by Colleen Richardson and seconded by Elizabeth Finney. Motion Carried.***

1. **Business Arising**
* **Whistle Blower Policy**

Board members were asked to review the policy and provide feedback. Tasha will support policy development. Plan to have finalized in the fall.

* **Golf Tournament**

Amber McLean will be organizing the event. Tournament date is September 19, 2024.

1. **Chairs Report**
* The Chair was involved in the CEO hiring process. The Board is sad to see our current CEO, Janet Simm retire from Shoreham, but we are pleased to welcome our new CEO, Charbel Daniel to our team.
1. **Special Resolution – Saunders Ct. Buildings – Security Amending Agreement (attachment)**
* The property boundaries are changing due to the Apartment’s land swap. The Apartments have a guarantee mortgage and a security amendment agreement is needed to make the change.

 ***Special resolution Note: As guarantor for the Apartment Association mortgage, Shoreham Village Senior Citizens Association has to agree to transfer the guarantee from the current property to the post land swap boundaries in order for the guarantee to remain in force for People’s Trust. The resolution provides for the transfer of security.***

***Motion to move the acceptance of the special resolution as circulated. Andrew moved and seconded by Alison Kelland. Motion Carried.***

Reinhard will circulate the special resolution via email through DocuSign. Members are asked to e-sign the document once received.

1. **CEO Report – Verbal Updates**
* Close to being ready to go to tender for the new build.
* Recruitment is going well.

There are LPN vacancies. If anyone knows of any LPNs that are looking for employment, please reach out to the CEO.

1. **Confirmation of Officers/Committee Appointments**
* Joe will continue as Chair, Elizabeth as the Vice-Chair, and Andrew as the nominating committee Chair.
* A plan will need to be developed for the Board’s succession.

Board directors can serve 3 consecutive terms on the Board.

* Denise Peterson-Rafuse and Joann Harris will be joining the Board.
* Board skill set will need to be updated to identify gaps in expertise.
1. **Next meeting**
* Board Regular meeting – September 18, 2024

The Chair will reach out to members to find out if meeting times will continue to work for members.

1. **Adjournment**

Motion to adjourn at 5:50 pm. Colleen moved

1. **In Camera Session**
2. **Annual signing of the Confidentiality/Conflict of Interest Policy**

Members present at the meeting signed the Confidentiality/Conflict of Interest Policy. Andrew and JoAnn were not present in person and will need to sign.

 ***Recording Secretary,***

 ***Tammy Conrad***