

JAMESWAY BOARD MEETING
October 13th, 2016 9 a.m.

Attendance: Randy Ruetz, Larry Grummett, Jean Anderson, Dianne Lawless, Marion Wylie, Karen Dowler

MINUTES from August 11th, 2016. Motioned by JeanAnderson that we accept, seconded by Larry Grummett. Carried

EXISTING BUSINESS:

Apt 102 has been rented to Dale Litt effective October 1st. Approval was received from the County to rent as market as it was previously RGI unit.

GENERATOR:

We did not receive any funding through the SHIP program in the 1st round but have been put on their secondary funding list.

NEW BUSINESS:

Dorothy Domm (Apt 119) passed away September 29th. A donation of \$25 was made to Alsfeldt United Church.

Apt 119 is now vacant and there is no one the RGI list so Karen will ask for approval from the County to rent as Market. This will put the building at 5 RGI and 17 Market. Our mandate is 11 and 11.

Capital Plan was reviewed. Approved by Larry Grummett and seconded by Jean Anderson. All in favour. Carried

Operating Budget was reviewed. Approved by Dianne Lawless and seconded by Larry Grummett. All in favour. Carried

As Dorothy was our tenant custodian we needed someone to replace her. Alice Smith has been her backup for a while now. Motion made by Larry Grummett and seconded by Dianne Lawless that we appoint Alice Smith as the new tenant custodian and Gerald Hattle as her backup. All in favour. Carried

Karen received 2 quotes for snow removal, the 1st from Larry Litt \$53 hr and the 2nd from Ash Jay for \$35 a time. Larry Grummett made a motion that we use Larry Litt for our snow removal for the 2016-17 season. Seconded by Jean Anderson. All in Favour. Carried

We discussed the Board and Staff's Christmas supper. A motion was made by Dianne Lawless, seconded by Jean Anderson to have it at Gramma Jo's at a cost of \$17.00 per person. It will be held December 15th. Social hour at 6 o'clock, supper at 6:30. Spouses to be invited. Karen will invite Myrtle, Brian, Alice and Gerald. All in favour. Carried

The Board reviewed the new Workplace Violence and Harassment Policy. Motion made by Randy Ruetz to accept, seconded by Larry Grummett. All in favour. Carried

Quote has been received from Miller Insurance for our insurance renewal due November 1st. As we are required to get our insurance through the HSC program Karen is still waiting for a quote from Marsh. Since our insurance is due November 1st Larry Grummett made a motion, seconded by Dianne Lawless that if we have not received a quote from Marsh by October 26th Karen was to proceed to use Miller's for our insurance, or if a quote has been received from Marsh and Miller is cheaper we will renew with Miller. All in favour. Carried

When Dorothy Domm passed away there were 3 tenants in the building that went door to door asking for money for flowers. There were a few complaints from other tenants about this so after much discussion as to whether this was solicitation or not it was decided that this would not be allowed. They could instead put a jar out and a note on the bulletin board if people wished to donate. After the collecting was done they also put a letter under everyone's door thanking them for making the donation. I had a complaint from a tenant in here that didn't make a donation that it was just done to make the ones who didn't donate feel bad. It was decided Karen would advise tenants that there would not be any knocking on doors for money and any letter placed under tenant's doors needs office approval first.

Reviewed Profit and Loss

ACCOUNTS PAYABLE: September \$28,573.20

October \$ 15,878.32

Motion to accept by Jean Anderson, seconded by Dianne Lawless. Carried

Next meeting: Dec 15th at 9 am.

Turkey Christmas supper at Gramma Jo's Dec 15th, social 6 pm, supper 6:30 pm.
Spouses to be invited and Karen to invite Myrtle, Brian, Alice and Gerald.

Meeting adjourned by Larry Grummett

President

Secretary