

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGEMENT OF
THE BATTLE RIVER FOUNDATION HELD IN THE BATTLE RIVER LODGE
CONFERENCE ROOM ON NOVEMBER 21, 2022.**

Members present: Oscar Buck, M.D. of Wainwright
Deanna Jackson, Village of Edgerton
Eric Nissen, Village of Irma, Alternate
Allan Skinner, Village of Chauvin
Robin Leighton, M.D. of Wainwright
Bob Foley, Town of Wainwright

Also present – Corey Carlson, Administrator and Deb Beare, Assistant Administrator acting as Recording Secretary.

CALL TO ORDER: Oscar Buck, Chairperson, called the meeting to order at 7:15 p.m.

ADDITIONS TO THE AGENDA:

2022-111 Deanna Jackson moved to accept the agenda as presented. CRD

RESIDENT CLUB REPORT – Resident Club President Joan Sparks was in attendance, and gave her report. The resident club agreed to pay for half the cost of the overhead projector that was requested. A note of thanks for the new furniture was read. Al Mogg will be covering for Joan Sparks for January, February, and March of 2023 while she is away. There is no one in the vice-president role as yet. The residents would like to see a feature wall built in the Martha Johnson Lounge in the New Year.

BUSINESS ARISING OUT OF THE RESIDENT CLUB REPORT:

2022-112 Bob Foley moved that the Board pay for half the cost of the overhead projector, and the cost of installation in the ceiling. CRD

MINUTES OF THE OCTOBER 17, 2022 REGULAR MEETING

2022-113 Eric Nissen moved to accept the minutes of the October 17, 2022 regular board meeting as presented. CRD

CORRESPONDENCE:

1. Municipal District of Wainwright No. 61 – Board Representation – info only
2. Town of Wainwright – Board Representation – info only
3. Village of Edgerton – Board Representation – info only
4. Village of Chauvin – Board Representation – info only
5. ASCHA – AB Government Cabinet Changes – info only
6. ASCHA – Seniors' Lodge Program – info only
7. ASCHA – Letter to Minister of Seniors, Community & Social Services – a copy is included in each board member package – info only
8. RMA Insurance renewal – info only

BUSINESS ARISING OUT OF CORRESPONDENCE:

The valuations of building and contents should take place in the New Year

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OLD BUSINESS - none

NEW BUSINESS

1. 2023 Rental Rates

2022-114 Bob Foley moved rental rates for 2023 be increased \$15 per month in January, and \$15 per month in July. CRD

2. Staff Gift Cards

2022-115 Deanna Jackson moved to give each staff a \$100 gift card for Christmas. CRD

3. Letter to Hon. Minister Nixon – CMR funding

2022-116 Robin Leighton moved to ratify a letter requesting Capital Maintenance & Renewal funding be sent to the Honorable Minister Jeremy Nixon, Minister of Seniors, Community & Social Services. CRD

4. ATB Investment – info only

5. Advertising – A promotional advertisement with the web site address and Facebook icon will be run for one week in the local Wainwright newspaper, *The Edge*.

REPORTS – Administration / Maintenance / Activities:

2022-117 Deanna Jackson moved to accept the reports as presented. CRD

BUDGET ACTION AND ACTION MOTION LIST: info only

ACCOUNTS PAYABLE:

2022-118 Bob Foley moved the accounts for the month of October, 2022 be accepted as presented, in the amount of \$135,619.02, and approved for payment. CRD

FINANCIAL REPORT:

2022-119 Eric Nissen moved to accept the financial report as presented. CRD

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Deanna Jackson, Village of Edgerton
Allan Skinner, Village of Chauvin
Eric Nissen, Village of Irma
Bob Foley, Town of Wainwright
Robin Leighton, M.D. of Wainwright

Also present – Corey Carlson Administrator, and Deb Beare, Assistant Administrator acting as Recording Secretary

CALL TO ORDER: Corey Carlson called the Organizational Meeting to order at 7:00 p.m.

1. ELECTIONS:

Election of Chairperson

Corey Carlson asked for nominations for the position of Chairperson.

Eric Nissen nominated Oscar Buck for the position of Chairperson.

Called 2nd time. Called a third and final time.

2022-102 Bob Foley moved nominations cease. CRD

Corey Carlson declared Oscar Buck as Chairperson. Oscar Buck accepted the position of Chairperson.

Election of Vice Chairperson

Oscar Buck, Chairperson, asked for nominations for the position of Vice Chairperson.

Robin Leighton nominated Bob Foley for the position of Vice Chairperson.

Called 2nd time. Called a third and final time.

2022-103 Allan Skinner moved nominations cease. CRD

Bob Foley accepted the position of Vice Chairperson.

2. SIGNING AUTHORITIES:

2022-104 Deanna Jackson moved the signing authority to represent the Foundation regarding financial matters be two board members, Bob Foley and Robin Leighton, and two from administration, Corey Carlson and Deborah Beare. CRD

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3. BANKING INSTITUTION:

2022-105 Allan Skinner moved Wainwright ATB Financial shall remain as the financial institution for the Foundation. CRD

4. AUDITOR:

Per Action Motion 2022-41, Brian King Professional Services will remain as auditor for the 2022, 2023, 2024, and 2025 annual audits. CRD

5. DATE OF MEETING:

2022-106 Robin Leighton moved the regular Board meetings remain the third Monday of each month, beginning at 7:00 p.m. CRD

6. BUILDING AND FINANCE COMMITTEE:

2022-107 Deanna Jackson moved that the Board of Management, as a whole, represents the building and finance committee. CRD

7. TRAVEL MILEAGE EXPENSES:

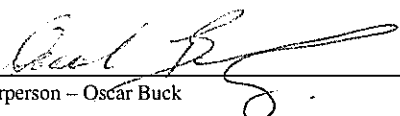
2022-108 Allan Skinner moved the travel expense rate for staff and board members attending day meetings or conventions remains \$100.00 per day, the rate for meetings or conventions that require an overnight stay remains \$300.00 per day, and the per diem rate for board members remains \$450.00 per day. The mileage expense rate is increased to .61 cents per km. CRD

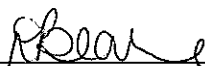
8. GUEST ROOM & MEAL RATES

2022-109 Eric Nissen moved the rates for guest rooms increase by \$5.00 to \$55.00 for single occupancy, and \$5.00 to \$65.00 for double occupancy. Meal rates are to increase to \$7.00 for breakfast, \$14.00 for dinner, and \$10.00 for supper. Increases to commence January 1, 2023. CRD

ADJOURN:

2022-110 Bob Foley moved to adjourn the Organizational Meeting at 7:15 p.m. CRD


Chairperson – Oscar Buck


Recording Secretary – Deb Beare

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IN CAMERA: none

ADJOURNMENT

2022-120 Robin Leighton moved to adjourn the meeting at 8:05 p.m. CRD

NEXT REGULAR MEETING – Monday, December 19, 2022 at 7:00 p.m.

Wage Review Meeting – Monday, December 19, 2022 at 7:00 p.m.

Budget Planning Meeting – Monday, December 19, 2022 at 7:00 p.m.



CHAIRPERSON – Oscar Buck



RECORDING SECRETARY – Deb Beare