

**Board of Directors Meeting**

**January 18, 2023, 4:00 pm**

**MS Teams/ Training Room Shoreham Village**

**AGENDA**

Call to Order

1. Welcome and introductions
2. Approval of Agenda
3. Finance Report

3.1 Presentation of the Audit Plan

(Auditors/Reinhard to join at 4:00 pm)

3.2 Financial Statements to November 31, 2022 (Attachment)

 - Wound care expenses

3.3 Mortgage Renewal Proposal

1. Accreditation (Survey visit September 2023) :

4.1 Self Assessment Completion- follow up from Jan 11, 2023 meeting

4.2 Governance Functioning Tool (Nov 23, 2022) - Draft Actions and discussion items (Below)

4.3 Proposed Mock Survey late summer/early fall 2023?

4.4 Staff Survey results

1. Approval of Minutes – Nov 23, 2022
	1. Approved Motion to purchase a vehicle for staff transport- Dec 11, 2022

6. Business Arising

 6.1 Formal Partnership Evaluation Update (Dalhousie University)

 6.2 Shoreham Village Foundation

 6.3 Staff transport vehicle purchase

 6.4 Board Member Recruitment- skills inventory

 6.5 Board Planning Cycle Update

7. New Business

8. Chairs Report

9. CEO Report/Risk Report (Attachment)

 9.1 New Building site selection

 9.2 Q3 Scorecard – discussion re benchmarking

10. Meeting Evaluation

11. Next Regular Meeting:

 11.1 March 15, 2023, 4:00 pm (MARCH Break!!!!)

12. In Camera

13. Adjournment

Governance Functioning Tool (Nov 23, 2022) - Action Plan/discussion items:

* Confidentiality and Conflict of interest forms
	+ Confirm policy
	+ signatures to be updated- via mail
* Benchmarking and scorecard
	+ Review of examples
		- vacancy rates- provincial benchmark
		- occupancy
		- hand hygiene are benchmarked against industry standard.
		- Wound
		- resident and family survey in 2022; quality of care was rated by the Residents at 86.2% and Family rated quality of care at 95.2%, both higher than the national LTC avg.
	+ discussion with Jennifer re others
	+ other examples that we can also add i.e. vacancy rates
* Further discussion re Board evaluation and Peer review
* Board education/ Board Planning Cycle- add any additional items emanating from the Action Plan discussion
* Strat Plan Process- discussion re date for review
* Resident and family first voice opportunities
* Board skills inventory- perhaps formal documentation of this
* Quick review of Board Policies so everyone is aware of the policies that we have (i.e. terms)
* Board Member Orientation