**Shoreham Village**

**Board of Directors Annual General Meeting Minutes**

**June 18, 2025**

**Present** Joseph Green, *Chair*, Elizabeth Finney, *Vice-Chair*, Alison Kelland, Denise Peterson-Rafuse, Charbel Daniel, *CEO*, and Jennifer Tucker

**Present (via Teams)** Andrew Snyder, Jo-Anne Harris, and Reinhard Jerabek

**Guests (in person)** David Betts (NW) and Gina Mosher

**Guests (via Teams)** Margaret Robinson and Dave Lemieux

1. **Call to Order and Welcome**

* The meeting was called to order at 4:01 pm
* The Chair welcomed all Board members and guests to the meeting.

1. **Approval of Agenda**

***Motion to approve agenda as circulated. Moved by Andrew Snyder and seconded by Alison Kelland. Motion Carried.***

1. **Approval of Minutes of Annual General Meeting – June 19, 2024**

***Motion to approve the June 19, 2024 Annual General Meeting minutes. Moved by Andrew Snyder and seconded by Denise Peterson-Rafuse. Motion Carried.***

1. **Presentation: New Build Update (Dave Betts)**

***Dave presented the following:***

* Steel delivery has delayed the project by 2 months, but project remains slightly a head of schedule

Moved ahead to completion of other projects while we wait for steel delivery.

* Pad Pour for East and West almost complete
* 35% of center core steel installed with 50% of steel onsite
* Bi-weekly construction meetings
* Interdisciplinary team implemented.
* Discussions about decommissioning of current structure have started
* Surplus asset of two generators. Finding out if we can support another site, rather than disposing of.
* Discovered some rocks that were not anticipated. Decided to use the rocks to our advantage by utilizing them in the retaining wall.
* FF&E’s – we are using vendors outside of USA as much as possible to reduce tariff costs.
* Weather has been cooperating. No sufficient days lost due to weather.
* April 2026 building will be weather tight and December 18, 2026, is the building handover date. There is a process that needs to be followed before residents can move into the new facility and Licensing will need to do a final inspection of the new building.
* March 2027 is the demolition date for the old building and will be done by RCS.
* It was asked if local organizations would have an opportunity to take materials from the building that are not being used before demolition.

Dave noted that there may be potential for materials to be taken, however we need to ensure that our needs are met first. The demolition deadline is tight, so if anyone is aware of organizations that would be looking for materials, we would need to know as soon as possible.

* Local fire department requested use of our old building to be used for training.

1. **Presentation of Annual Update Video**

CEO stated that the ***Annual Report to the Community*** will be presented as an ***Annual Update Video***, rather than a written document as in previous years.

The video will share highlights from the year. If the Board likes the new format, then we will replace the ***Annual Report to the Community*** (written document) with the ***Annual Update video***.

***Annual Update video was shared.***

The Board enjoyed the Annual Update video, and the video will be shared on our website after the meeting.

1. **2024-2025 Auditors’ Report**

Andrea Wilkie (Baker Tilly) outlined the Audited Financial Statements.

* Baker Tilly issued a “clean audit” qualified opinion
* $187,000 year end surplus. 10.3 million of revenue and 9.6 million of expenses
* $488,000 in capital assets
* Current ratio is 1-1. Stronge position for a not-for-profit organization
* 1.9 in net assets
* Higher cash in accounts payable related to monthly invoices for the new build

1. **Appointment of the Auditors**

* Reinhard’s recommendation is to continue using Baker Tilly as the auditors.

***Motion to appoint Baker Tilly as the Auditors for the upcoming fiscal year. Moved by Liz Finney and seconded by Andrew Snyder. Motion Carried***

1. **Nominating Committee Report**

* Colleen Richardson resigned. A big thank you to Colleen for her time and contribution to the Board.
* 6 current Board members. Allowed a max of 9 members.
* Skill assessment is used to identify areas of expertise
* If you know of anyone that would be interested in joining the Board, please contact Andrew, the Chair, or Tammy.

1. **Questions/Comments**

The Chair thanked guests for joining the meeting and asked Dave to return for an update on the new build as the project progresses.

1. **Adjournment**

Motion to adjourn at 4:55 pm. Denise Peterson-Rafuse

***Recording Secretary,***

***Tammy Conrad***