

**Shoreham Village
Board of Directors Meeting – Minutes
June 18, 2025**

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

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

Regrets:

1. Approval of Agenda

Motion to approve the agenda as circulated. Moved by Elizabeth Finney and seconded by Andrew Snyder. Motion Carried.

2. Approval of Minutes – June 11, 2025

Minutes note “Contract with RCF” should be “RCS”

3. Business Arising

– **Budget Presentation (Attachment)**

Reinhard presented the budget

- Budget consistent with prior years, with revenue not built into the budget due to conservative budgeting practices.
- 2.5% increase for operating costs
- 4.1 hours of care. Funding is specific to certain roles and cannot be reallocated. If the roles are not filled, the funding goes back to the department
Quarterly Reports are submitted to Department of Seniors and Long-Term Care (DSLTC) outlining the number of hours scheduled and actual hours worked, including agency hours, to ensure compliance with the 4.1 hours of care requirement.
- Staffing shortage of LPNs. RNs are used to fill vacant positions, however there are budget implications due to higher costs.
- Increase in expenses for resident care, operations, and new positions such as social work, dietary, and long-term care assistance.
- Reinhard will share the comprehensive project budget with the Board.

– **Golf Tournament**

Liz provided an update on the golf tournament

- Raised approximately \$20,599.
- Various contributions from donors were received, including prizes and fundraising initiatives on-site. Lobster was donated from Zinc Fisheries and a Brad Marchand jersey for a silent auction.
- Resident participation was well-received by the community and they enjoyed participating in the event.
- Amber MacLean, event organizer, suggested the need for a committee to support the organization of future events due to the workload involved.

- Bird ease subscription will need to be renewed before it expires to retain all information. Cost is \$299

The Board discussed the need for further conversations on fundraising and the possibility of organizing different events. Ideas such as a bonspiel, gala, curling event were shared. The Chair and CEO will have a meeting to discuss fundraising strategies and next steps.

A dedicated committee to support event organization would be beneficial. Liz will ask Amber if she would be interested in directing a committee for the golf tournament if supported by volunteers.

Community engagement is important and may be beneficial to explore partnerships with local businesses and organizations.

4. Chairs Report

5. CEO Report – Verbal Updates

- Strategic Plan (Next Steps)

The Board expressed the following concerns:

- The Board expressed concerns about the wording and alignment of the strategic plan with Shoreham’s identity, particularly regarding terms like “social justice” and “resident-focused”.
- The Board agreed to have a designated meeting in the fall to discuss and finalize the strategic plan, ensuring it reflects Shoreham’s unique identity and aspirations.

6. Confirmation of Officers/Committee Appointments

- The Board confirmed the appointment for the next year. Joe will remain as Chair, Elizabeth as Vice-Chair, and Andrew as the nominating committee Chair.

7. Next meeting

- Board Regular meeting – September 17, 2025

A meeting will be scheduled to discuss the Strategic Plan. The Chair will reach out to members with potential meeting times.

8. Adjournment

9. In Camera Session

10. Annual signing of the Confidentiality/Conflict of Interest Policy

Members present at the meeting signed the Confidentiality/Conflict of Interest Policy. Forms will be mailed to those members that were unable to sign in person.