

Meridian Housing Foundation Board Of Directors
Regular Board Meeting Minutes
April 25, 2019

PRESENT: Chairman Councillor Jackie McCuaig, Parkland County
Vice Chairman Councillor Judy Bennett, Town of Stony Plain
Councillor Chantal McKenzie, City of Spruce Grove

STAFF: Lori-Anne St. Arnault, Executive Director
Virginia Mayer, Recording Secretary
Doreen Engelhardt, Controller

Regrets: Councillor Jocelyn Wiggins, Village of Wabamun

*Guest: Robin Telasky Fund Development / Public Relations
Pat Hansard Chairman Capital Campaign Committee*

1. CALL TO ORDER

The Chairman called the Board Meeting of April 25, 2019 to order at 8:55 am.

2. ADDITION TO / ADOPTION OF AGENDA

Meridian Housing Foundation Agenda

RESOLUTION # 036/2019

MOVED by Councillor Chantal McKenzie, to adopt Meridian Housing Foundation Agenda as presented.

Carried Unanimously

3. APPROVAL OF THE MINUTES

Meridian Housing Foundation Board Minutes

RESOLUTION # 037/2019

MOVED by Councillor Judy Bennett, to accept the March 25, 2019 Meridian Housing Foundation Regular board meeting minutes as presented.

Carried Unanimously

4. CAPITAL CAMPAIGN PRESENTATION

Robin Telasky Fund Development / Public Relations and Pat Hansard Chairman Capital Campaign Committee gave the board and administration a presentation on the Capital Campaign.

- A Goal of \$1.5 Million has been set.
- 240 prospective donors currently on donor list.
- Committee is working on campaign materials - letters, booklets.
- Committee members will be receiving "Make the ask" training. This will help the members when speaking to possible donors for a donation.
- Stony Plain Legion is key to this project. The Legion has pledged to raise \$600,000.00 with the promise of 6 units being prioritized for veterans.
- Board was given a draft donor recognition chart. The committee will begin to use the donor recognition chart when speaking to prospective donors.
- All board members and committee members have been asked to make a donation to the capital campaign by May 31, 2019. It is important when the capital committee members are asking others to make a contribution that they are able to say that 100% of members have made a donation and stand behind this project.
- The campaign committee is pleased to have secured Ken & Gail Lemke as Honorary Patron.

5. UNFINISHED BUSINESS

5.1 Affordable Housing Capital Project

Executive Director Lori-Anne St. Arnault gave an update on the Folkstone Project. Weekly design meetings have begun to take place effective April 9, 2019 with Janusz of Najfeldt Architect Inc., the engineers and Marvin Rivera, Maintenance Supervisor for Meridian Housing Foundation.

Robin Telasky has met with the building committee to ensure compliance with CMHC Co-Investment Fund criteria and to decide if Meridian Housing Foundation should continue to pursue with the application. Meeting the accessibility and energy efficiency criteria has proven to be challenging with this project.

Direction was given to Administration to hire a mortgage broker for the Folkstone Project mortgage; being proactive should the decision be made not to pursue the CMHC Co-Investment Funding.

Naming of the Affordable housing project contest has been started. A chance to win \$150.00 Visa card to whoever is successful in naming the facility. All Meridian Housing Foundation staff and residents have been made aware of the contest. Administration will place an ad in the local paper, post on social media, and give posters to FCSS, Seniors Centers and schools.

5.2 Capital Reserve Requisition

The board has continued to have discussion about capital reserve requisitions, direction has been given to Executive Director Lori-Anne St. Arnault to get legal advice on interpretation of Legislation regarding requisitioning.

5.3 Strategic Planning

Meridian Housing Foundation will have a strategic planning session on June 20, 2019 @ 8:00am.

6. **FINANCIALS**

RESOLUTION # 038/2019

MOVED by Councillor Judy Bennett to accept all financial reports as presented for information.

Carried Unanimously

7. **NEW BUSINESS**

7.1 Parkland County Policy

Executive Director Lori-Anne St. Arnault received a letter and copy of Parkland County's Major Capital Cost Share Funding Policy C-AD52, this was shared with the board.

7.2 Board Governance Review

Direction has been given to Executive Director Lori-Anne St. Arnault to have Meridian Housing Foundation's Board Governance policies reviewed. Executive Director Lori-Anne St. Arnault will provide the board with possible candidates.

8. **INFORMATION ITEMS**

RESOLUTION # 039/2019

MOVED by Councillor Chantal McKenzie to accept Information items:

- Executive Director's Report
- Capital Campaign Report
- Resident Wait List
- ASCHA

Carried Unanimously

8. IN-CAMERA

RESOLUTION # 040/2019

MOVED By Councillor Judy Bennett that the board move in-camera at 11:25 am.

Carried Unanimously

RESOLUTION # 041/2019

MOVED By Councillor Chantal McKenzie that the board move out-camera at 11:35 am.

Carried Unanimously


- Direction was given to Executive Director Lori-Anne St. Arnault to continue research of Spruce Grove lodge opportunity.

9. DATE, TIME AND PLACE OF NEXT MEETING

Regular board meeting will be held on May 17, 2019 at 1:00 pm at Whispering Waters Manor.

10. ADJOURNMENT

The Chairman, Councillor Jackie McCuaig declared the meeting adjourned at 11:40 am.


Chairman of the Board


Vice-Chairman