

**LUMSDEN & DISTRICT HERITAGE HOME, INC.**  
**Regular Board Meeting – ZOOM**  
**Monday, June 24, 2024**

**Present:** Byron Tumbach, Marral Meadows, Lesley Crossman, Caroline Hoffart, Krista Mansbridge, Tammy Knuttila, Jim Selinger, Gail Russell, John Langford

**Regrets:**

**Absent:**

**Recorder:** Sara Cox

**Administrator:** Sara Cox

**Resident Care Coordinator:** Brenda Chapman, RCC

1. Meeting was called to order by Byron Tumbach @ 8:40 pm

2. Conflict of Interest declaration

3. AGENDA:

**Additions to Agenda:**

A) Edit to Individual Membership Form

**Motion:** The Agenda be adopted as amended.

**59-2024** Moved by: Lesley Crossman Seconded by: Caroline Hoffart  
ALL IN FAVOR CARRIED

4. NEW BUSINESS

A) SHA Funding Document

Board reviewed documents provided in advance of the meeting:

- June 18, 2024 Funding Letter
- 2024-2025 Funding Briefing Note
- Third Party Funding Model

The funding letter of June 18<sup>th</sup> did not include funding for the ADP therefore funding for 2024-25 appears to be less than 2023-2024. Sara had immediately reached out to SHA regarding the oversight. On June 21<sup>st</sup>, when no response received from SHA, Board Chair (Executive Committee) reached out to MLA's via letter to request an immediate meeting.

At 5:15 pm on June 24<sup>th</sup>, a revised funding letter was received with an allocation of \$71,277 for ADP. The revised funding allocation for 2024-25 should give LDHH a balanced budget for new fiscal year.

The Board will continue to seek a meeting with MLA's to gain clarity on the allocation of the \$44M throughout the provinces affiliate homes.

B) Principles & Services Agreement

Board reviewed documents provided in advance of the meeting:

- Draft Principles & Services Agreement June 2024
- PARG – P&SA Briefing Note

**Motion:** To approve the draft Principles & Services agreement for signature.

**60-2024** Moved by: Krista Mansbridge Seconded by: Jim Selinger  
ALL IN FAVOR CARRIED

- C) Media and Membership Coordinator contract  
Further to discussion at June 17<sup>th</sup> meeting of the Board, references were obtained for Kat Atkings, Pure Purpose Marketing.

**Motion: 61-2024**            **To offer Kat Atkings with Pure Purpose Marketing a service contract for the period of July 1 to December 31, 2024 to assist in the establishment and maintenance of the open membership governance at a cost not to exceed \$5,000 plus or minus 10% for contingency.**  
**Moved by: Caroline Hoffart    Seconded by: Tammy Knuttila**  
**ALL IN FAVOR                            CARRIED**

- D) Nomination and Membership Committee formation

**Motion: 62-2024**            **To appoint Byron Tumbach, Krista Mansbridge and Marral Meadows to form the Nomination and Membership Committee.**  
**Moved by: Tammy Knuttila    Seconded by: Leslie Crossman**  
**ALL IN FAVOR                            CARRIED**

- E) Executive Committee Formation

**Motion: 63-2024**            **To appoint Byron Tumbach, Krista Mansbridge and Gail Russell to form the Executive Committee.**  
**Moved by: Tammy Knuttila    Seconded by: Leslie Crossman**  
**ALL IN FAVOR                            CARRIED**

- F) Edit to Individual Membership Form

A template was used to develop the Individual Membership Form. Suggestion made to remove the phrase “and that the standards are limited to people of good moral character and reputation”.

**Motion: 64-2024**            **To amend the Individual Membership Form as discussed.**  
**Moved by: Gail Russell            Seconded by: Leslie Crossman**  
**ALL IN FAVOR                            CARRIED**

5. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, August 26, 2024 @ 7:00 via Zoom.

**Meeting adjourned at 9:45 pm.**

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Date

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CHAIRPERSON

\_\_\_\_\_

SECRETARY TO THE BOARD – Sara Cox