

VICTORIA VILLAGE MANOR

MEETING: Family Council
DATE: Wednesday April 12, 2017 @ 6:30pm
PLACE: Gathering Room, VVM
RECORDER: Tracey Baker

PRESENT: Joanne Forth (Co-Secretary), Tracey Baker (Co-Secretary), Kathleen Bacher, Anne Bueschleb, Wendy Massarotto (DRFS), Jackie Hardy-Corrigan, Mike O'Halloran, Robin O'Halloran, Veronica Tyler, Nancy and Jim (guests with Veronica),
REGRETS: John O'Halloran (Chair), Lorraine O'Halloran (Treasurer), Vera Nehring, Barb Legault, Barb Duquette (Vice Chair)

Issue	ACTION	PERSON RESPONSIBLE	TARGET DATE
1. Welcome	In John's absence, Joanne chaired the meeting. The Chair welcomed all members including guests Nancy and Jim (attended with Veronica Tyler)	Joanne	Ongoing
2. Sign-in sheet and confidentiality	All Family Council members signed the meeting sign-in sheet	Joanne	Ongoing
3. Declarations of items to be added to the agenda	Website update	Tracey	Ongoing
4. Condolences	Wendy reported 4 deaths since our last meeting on March 8, 2017.	Wendy	Ongoing

<p>5. Approval of Minutes from the January 17, 2017</p>	<p>Motion to approve the Minutes as corrected:</p> <p>9(a) Motion to approve funding for Essential Oils Program. There were two nay votes, not one.</p> <p>10(a) The role is new to VV effective November 2016</p> <p>Goals:</p> <ul style="list-style-type: none"> • “New webpage development is under way...” (delete reference to Tyger Shark) • Delete reference to “...with input from Richard Upshaw and an HR Consultant” and “...and led by Sheri” • Office Relocation – should be 1200 square feet) <p>Questions and Comments:</p> <ul style="list-style-type: none"> • Staff parking – delete reference to “...but is in need of repair so cannot” and add “that may <p>MOVED - Kathleen SECONDED - Anne CARRIED</p>	<p>All</p>	<p>Ongoing</p>
<p>6. Treasurer’s Report</p>	<p>In Lorrain’s absence, Robin provided the update:</p> <ul style="list-style-type: none"> • Current balance - \$3064.34 including \$275.73 from 2016 Staff Appreciation. • \$50 donation cheque to Alzheimer’s Society for Dr. McConvey’s presentation remains uncashed. • CTC: 41.85 cash + \$50.15 in gift cards = \$92.00 	<p>Robin</p>	<p>Ongoing</p>
<p>7. Secretary's Report</p>	<p>None</p>	<p>Tracey</p>	<p>Ongoing</p>
<p>8. Standing Items</p>			
<p>a) VVM Report</p>	<p>1. Dare to Dream –</p> <ol style="list-style-type: none"> i. The lunch for two residents is scheduled for May. Wendy will report back at next meeting ii. Request: Resident in Kenzington Unit would like to attend a Church service at the New Life Baptist Church. She is in a wheelchair, is legally blind, has no family to assist and has not been able to attend her church since moving to VVM four years ago. Cost is \$55.00 including a hair appointment. 	<p>Wendy</p>	<p>Ongoing</p>

	<p>MOTION to approved \$55.00 donation for this Dare to Dream wish. MOVED: Jackie SECONDED: Robin CARRIED</p> <p>2. Residents Memorial Service – Scheduled for June 7 at 7:00pm in the Gathering Room</p> <p>3. Heart and Stroke – The annual Big Bike Ride is scheduled for June 15 at Georgian Downs where Long Term Care and Retirement Homes will be represented by teams to ride around the race track. The ongoing rivalry between VVM and Woods Park is expected to continue with donations and costumes... and time of course! All proceeds go to the Heart and Stroke Foundation. If you would like to make a donation to Wendy and her team, please contact her directly.</p>		
b) Bradford GH program	Tracey confirmed that VVM is once again included in the annual points program and that it commences on April 15. She presented an email for use to the VVM list, a poster and a mailer. Wendy will implement the three pieces.	Tracey	Ongoing
9. Old Business	Action Items from last meeting		
a) Essential Oils Program Fundraiser	<ul style="list-style-type: none"> It was confirmed that two nebulizers were purchased for a total of \$325.00. The cheque has been issued and the bill paid. To-date, \$320.00 in donations have been received for this program. It was also confirmed that the Family Council donation was a one-time occurrence. Joanne read a thank you note from Olivia. It was confirmed that the fund raiser will end on April 30 and that Wendy will issue one more e-blast. 	Wendy	Complete
b) Basketball Net	Jackie advised that her family generously purchased the basketball net and donated it to the Recreation Department. It is portable and is in use now. Family Council thanked Jackie and her family for the donation.	Jackie	Complete
10. New Business			
a) Volunteerism	<p>Charlene Urbach provided an overview of the Volunteer Program at VVM further to a request during the recent Operational Planning Day.</p> <ul style="list-style-type: none"> There are 70 to 80 volunteers at any given time who donate an average of approximately 200 hours each month 	Charlene	Complete

	<ul style="list-style-type: none"> • They range from 15 to 70 years of age with many having served for 5+ years. Note that often teens volunteer to fulfill their volunteer hours only. It can be a challenge to get them to stay. • They work primarily in the Recreation Department and the list of volunteers resides there (there are none in the kitchen due to regulations) and there are written job descriptions • Work includes: <ul style="list-style-type: none"> ○ Recreation, Special Events, Community Outings ○ There are some that do palliative and Pastoral volunteering however they require specific skills • There are ongoing recruitment efforts – Barrie Advance, Kijiji, Library, Georgian College and High Schools, Barrie Association of Volunteer Administration, and others • Process includes a Police Check, Orientation, Reference checks, Signing Confidentiality papers and a Tour. There is a Record in place for each volunteer. • Volunteer satisfaction surveys are conducted and there are ongoing evaluations – note volunteers may transfer to different roles • Volunteers wear badges – please stop them and thank them when you see them • Volunteer appreciation is next week <p>Contact Charlene is you would like to volunteer or know someone who would.</p>		
b) Election of 2017/2018 Executive	Reminder – election date is May 10, 2017. Anyone wanting to put their name forward should do so by lunchtime on Friday May 5, 2017. Currently the Secretary position will be open as Tracey (Joanne has been serving as co-Secretary) is stepping down.	Joanne	May 10
c) Family Council Week	June 3 to 9, 2017 – Theme is Innovation and Transformation of Resident Lives. It was suggested that both the Essential Oils program and the Dare to Dream program have these characteristics and should be the focus for this year. We will be looking for volunteers at the next meeting. Nancy advised that her father is experienced at making signs and she requested that	Joanne	May 10

	<p>he do the colouring (paints and brush) for anything that may be required. It was suggested that he could assist with the FC Week signage. Wend to investigate the materials.</p>		
d) Fall Education Session	<p>Topics under discussion are another session on Dementia, The role of the Funeral Home, How to communicate with residents. It was also agreed that Dr. McConvey is still a wonderful option as our speaker. Question – does Council want to host another session in the coming year? – yes Question – who will lead the planning and execution? – to be discussed at next meeting.</p>	Joanne & All	May 10
e) Website	<p>Tracey advised that all updates and changes to the website have been sent to the Administrator for uploading in anticipation of the end of the year. She will update FC at next meeting on the progress.</p>	Tracey	May 10
	<p>There being no further business, the meeting was adjourned at 7:53pm. <i>MOVED: Tracey</i></p> <p>Next meeting - Wednesday May 10, 2017 at 6:30 PM in the Gathering Room.</p>		

Mike thanked John for offering him extra cookies.