

## VICTORIA VILLAGE MANOR

<b>MEETING: Family Council</b>
<b>DATE: Wednesday January 17, 2017 @ 6:30pm</b>
<b>PLACE: Gathering Room, VVM</b>
<b>RECORDER: Tracey Baker</b>

<b>PRESENT:</b> Barb Legault (Vice-Chair), Joanne Baker-Forth (Co-Secretary), Tracey Baker (Co-Secretary), Mike O'Halloran, Robin O'Halloran, Kathleen Bacher, Ann Bueschleb, Wendy Massarotto (DRFS), Jackie Hardy-Corrigan, Vera Nehring
<b>REGRETS:</b> John O'Halloran (Chair), Lorraine O'Halloran (Treasurer), Yvonne Parr

<b>Issue</b>	<b>ACTION</b>	<b>PERSON RESPONSIBLE</b>	<b>TARGET DATE</b>
<b>1. Welcome</b>	Joanne Forth served as acting Chair in John's absence. The Chair welcomed Vera Nehring as a new member.	Joanne	Ongoing
<b>2. Sign-in sheet and confidentiality</b>	All Family Council members signed the meeting sign-in sheet.	Joanne	Ongoing
<b>3. Declarations of any items to be added to the agenda</b>	<ul style="list-style-type: none"> <li>• Parking lot snow removal – John</li> <li>• Laundry</li> <li>• New CEO Position</li> </ul>	Wendy Kathleen Tracey	Ongoing
<b>4. Condolences</b>	Wendy reported no deaths since our last meeting on November 9, 2016.	Wendy	Ongoing



<b>9. Old Business</b>			
<b>a) Comfort Blanket Raffle Update</b>	It was reported that \$242.00 was raised in ticket sales from the raffle for the blanket. Thank you to Kathleen and all involved for their hard work to generate these funds for Family Council.	Kathleen	
<b>b) Resident Christmas Gift Update</b>	Success! Excellent feedback was provided on the wrapped Christmas cookie gift. 150 cookies were delivered frozen on December 23 and distributed on Christmas day to the residents. They were soft enough for the minced diets, there was no icing transfer and were easy to eat. The invoice was provided to Wendy for payment. Tracey requested photos for the website – Wendy to provide.	Ann	
<b>c) Staff Appreciation Update</b>	A total of \$5362.55 was donated for our annual Staff Appreciation campaign and 150 gift cards were provided to the Staff @ \$35. The breakdown was: <ul style="list-style-type: none"> <li>• 65 Walmart</li> <li>• 74 Tim Horton's</li> <li>• 11 Zehr's</li> </ul> Contrary to 2015, we did not receive the large donation(s) this year which indicates that more people contributed in smaller amounts, a good trend for future years. It was noted that a small amount remains for next year but the number could not be confirmed. Lorraine is asked to confirm for the next meeting.  Please take a moment to see the thank you note from Staff posted in the front lobby.	Joanne	
<b>d)</b>	Dare to Dream Update – see VVM Report		
<b>10. New Business</b>			
<b>a) Parking Lot Snow Removal</b>	It was noted that there is very limited parking in the lot with the accumulation of snow. Wendy reported that the January 9 Executive leadership meeting reviewed the issue and agreed that: <ul style="list-style-type: none"> <li>• All Staff must move from the front to the back lot. It has been observed that some staff who smoke continue to park in the front lot for closer access to</li> </ul>	Lorraine	

	<p>their cars during smoke breaks. Family Council requested that this be monitored and enforced.</p> <ul style="list-style-type: none"> <li>• Snow removal from the lot will be reviewed to determine costs and feasibility.</li> </ul>		
<b>b) Laundry</b>	<p>A concern was expressed about missing, misplaced and lost laundry. Wendy advised that over Christmas there was a back-up of laundry due to holidays. That, added to the regular laundry and the addition of new items to be labeled created a situation whereby some did not make it from the bottom of the pile to be laundered. Due to the current procedures, there is not a good/reliable amount of rotation when laundry is piled up with a backlog. In future, additional staff will be called in to address the issues.</p> <p>It was also noted that laundry is getting to the wrong rooms and the 5<sup>th</sup> floor seemed to be the main challenge. Carelessness was identified as the cause and Wendy noted that staff will be advised to be more diligent.</p>	Wendy	
<b>c) New CEO Position</b>	<p>Family Council was advised that Sheri Maynard has been selected to fill the new CEO role for Victoria Village Manor. She will report directly to the Board and all other departments will report to her. She has requested an opportunity to attend a FC meeting and it was agreed that John should extend the invitation for the February 8 meeting.</p>	Tracey	
<b>d) Parking Passes</b>	<p>A new company has been contracted to monitor the parking lot – CanadaWide Parking. As a result, new passes are in use which are annual and which no longer allow us to promote our fund raising initiatives. Also, we were advised that there will be NO replacements offered so if a pass is lost, you will not be able to get another one until the end of the year. There are no changes to the meter prices.</p>	Wendy	
	<p>There being no further business, the meeting was adjourned at 7:23pm.  <i>MOVED :Tracey</i>  Next meeting - <b>Wednesday, February 8, 2017</b> at 6:30 PM in the Gathering Room.</p>		