



Cranbrook ♥ Kimberley

HOSPICE SOCIETY

Hands that Serve | Hearts that Care

February 13, 2025

Board Meeting minutes

In Attendance: Robin C, Francine, Jerry H, Greg Sternig, George W, Judi W

Regrets: Diane H, Karolyn F

Call to Order: 4:30 pm

Additions to Agenda:

- Strategic Planning and Board Development
- Seniors Resource Guide
- Update on Rick & Marg Jensen Family Foundation

Adoption of previous board minutes: Approved

Unfinished Business

- Office Computer
- Volunteer Recruiting
- Fundraising Ideas
- A&W will organize a fundraiser
- Sunrise Rotary will be donating profits from their “Grand Fondo” event in the fall. Proceeds are specifically slated for a “healing garden” at our future Hospice House.
- Jerry suggests a fundraiser for Canada Day July 1st
- Greg will enquire with Kenny Bridge about possible hosting a “Casino night”
- Brenna Hong will apply for grants on our behalf. Greg to follow up with her.

Treasures Report for January

Income

\$9,000

Expense \$8,000

Net income \$1000 in January but overall, we are in a healthy financial situation.

Hospice Building account now sitting at \$80,000. Question posed “How much do we want to invest in GIC? Jerry, Greg and Robin will follow up with a recommendation.



Office Administrator Report

Client Intake

We currently have a total of 71 clients that we are seeing.

53 in Cranbrook

18 in Kimberley

5 Clients on Hold for Cranbrook.

January 2025 Client Intake was 4 for Kimberley and 7 for Cranbrook.

February 2025 client intake so far is 3 for Cranbrook and 1 for Kimberley.

Membership Renewals

18/56 member volunteers have renewed for 2025.

Cranbrook - 30 Volunteer with Primary training completed, 23 are active, 7 non-active.

Kimberley- 13 volunteers with Primary training completed, 11 are active, 2 non-active.

2 volunteers from 2024 will not be renewing for 2025

Volunteer Recruitment Packages

Since December 2024, 7 packages have been picked up, 4 have been returned at this time.

Feeling confident that 1 more package will be returned. OA will phone references over the next coming week. Karolyn and Francine to start interviews soon after.

Online Modules 1-3

Have officially been posted on our website. I am just critiquing the homework link to ensure that works correctly. Board Meeting minutes and Volunteer meeting minutes are now posted in the Member's Section as well.

The family of Gerri Atchison wanted me to thank everyone that helped with their mother before and during her passing. Two daughters, Jen and Barb were in separately asking me to convey how thankful they are to Brian and Trudy Clifford, quoting Jen one of the daughters "there was nothing they wouldn't do to help our Mom" and everyone else that visited with her, fed her, cleaned her dentures and sat vigil. They are so grateful of our support and were overwhelmed by the kindness shown to them and their Mom. They said it was so helpful and more than they ever expected. They thank everyone for their companionship that was shown to Gerri during her years working as a hospice volunteer and during her last days. They know their Mom would be so supportive of a future Hospice House.

Outstanding Items

Credit Card – Finally delivered.

Ski Hill donation from community day- still have not heard back from the Ski hill.

Senior Resource Guide- Board needs to decide if we want to do this and at what rate.

Gaming Report Due March 23, 2025 – I will be working with Robin to have this completed on time. This is in regards to our 50/50 draw and is a priority to complete on time.

Marsh Insurance application due February 21, 2025.

Laptop Quotes – I have 1 from Kootenay Computer. However, when speaking with Lance from Genex he suggests we need a computer with higher storage capabilities. I will continue researching other options and getting quotes.

Volunteer Coordinator's Report

- **Cranbrook** – (Judi Watson reporting) 15 new referrals since December 10. Almost all our clients have intake form on file. Recent vigil for Gerri Atchison took over 2 days to set up.
Hoping that in the future more volunteers that don't have bereavement training
Can be trained.
- **Kimberley** – Marla Taylor (Kimberley coordinator) continues to chair our volunteer meetings. We had a very full agenda meeting followed by a volunteer luncheon on Feb 10. Thank you, Marla, for planning the luncheon. George thanked our volunteers and pointed out how far we have come in the last year. Many positive changes. Marla will be away March 21- April 10 and April 18 – April 25.

Bereavement Report

- **BSG** has no current groups running. Kimberley has 3 volunteers who are interested in becoming facilitators. Next sessions for Kimberley in the fall. Cranbrook will likely have our next session in the fall as well.
- **Facilitator Manual** – 2025 revisions to Bereavement Facilitator manual are now completed. Karolyn has a digital copy which can print as needed.

Volunteer Training Report

Marla Taylor organized and delivered Bereavement Training for new volunteers on Jan 25 and Feb 2 (2 Saturdays 9:15-2:30 = 10 hours) McPherson's graciously allowed us to use their Kimberley facility. Arden Holmes was co-facilitator for Day 1 and Francine Guerrette- Smith co-facilitated Day 2. Five volunteers were trained. Volunteer evaluations were very positive.

Hospice House Update

- Greg is drafting a business plan for Hospice House.
- \$10,000 cheque from the Rick & Marg Jensen Family Foundation has been deposited into building account. Greg graciously agreed to accept the cheque on CKHS behalf. Picture posted on our Facebook site and the photo ad will run in the paper next week.
- Jensen Family Foundation has invited us to apply for another \$10,000 for 2025. YES!!!

President's Report

Congratulations to everyone on all the work done over the last year. This upcoming year is looking positive and promising.

New Business

Marsh Insurance Renewal- This insurance company deals with Non-profit organizations. A local agent will be reviewing our policy to see if we are on track and insured correctly.

Additions to the Agenda

- Strategic Planning from 2020 will be forwarded to all board members/ Strategic Planning discussion added to next board agenda.

In Camera Discussion

Meeting adjourned: 5:58 pm

Next Meeting: Thursday, March 20th @ 6:00 pm.