

**MINUTES OF THE REGULAR MEETING OF THE ORANGE MEMORIES BOARD
HELD ON THE 10th DAY OF JULY, 2019
AT ORANGE MEMORIES AT 12:00 NOON**

PRESENT: Chairman Ryan Wickett, member Trevor Hay, Romona Molsberry, Rick Bell and Blair Wingert. Orange Memories Manager Nadine Olson, Orange Memories Program Co-ordinator Morgan Dinsmore and Orange Memories Administrator Michele A. Schmidt. Mayor Subhas Maharaj.

ABSENT:

VACANCY: 2 members at large seats vacant.

CALL TO ORDER:

Chairman Wickett called the meeting to order at 12:00 noon.

AGENDA:

049/19 **Hay:** That the agenda be accepted as presented and circulated.
Carried.

MINUTES:

050/19 **Wingert:** That the minutes of the regular meeting of the Orange Memories Board held on June 12, 2019 be accepted as presented and circulated.
Carried.

CORRESPONDENCE: No correspondence at this time.

FINANCIAL REPORTS:

051/19 **Bell:** That the Orange Memories Statement of Financial Activities for the month ending June 30, 2019 be accepted as presented and circulated.
Carried.

052/19 **Wingert:** That the Orange Memories Bank Reconciliation for the month ending May 31 and June 30, 2019 be accepted as presented and circulated.
Carried.

ACCOUNTS:

053/19 **Hay:** That the general accounts from cheque #001 to #024 in the amount of \$18,763.00 are hereby approved, as attached to these minutes.
Carried.

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054/19 **Molsberry:** That payroll accounts from cheque #20318 to #20340 and cheque #20386 to #20341 in the amount of \$37,287.09 are hereby approved, as attached to these minutes.
Carried.

MANAGER REPORT:

055/19 **Wingert:** That we hereby acknowledge receipt of Nadine Olson, Orange Memories Manager June 2019 Manager's report and that this report shall be filed.
Carried.

NEW BUSINESS:

ORANGE MEMORIES CCA:

056/19 **Hay:** That we hereby appoint the following as Orange Memories Casual CCA, effective June 15, 2019, as per Orange Memories Manager Nadine Olson recommended hourly rate.
Carried.

INTEGRATED LIFE CARE INC. - INVOICE:

057/19 **Hay:** That we hereby authorize the payment of Integrated Life Care Inc. invoice no. 2019-2614 as follows:

Bell Mobility	\$16.79	(pro-rated to May 24, 2019)
Purolator	\$269.07	
Postage	\$ 4.21	
Postage	\$48.30	
Postage	\$32.55	
Ceridian – T4	\$147.75	\$518.67
GST (5%)		\$ 21.21
Total		\$539.88

Carried.

ORANGE MEMORIES – SALARY:

058/19 **Hay:** That we hereby approve that Karen Ilagan and Smitha Pattel, effective July 6, 2019 shall be paid the same hourly rate as the other Full Time CCA.
Carried.

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ORANGE MEMORIES - INSURANCE:

059/19 **Wingert:** That we hereby accept the ECCLESIASTICAL Insurance quote regarding Orange Memories at the quoted price of \$11,872.00, for one year;
and;
Furthermore; that this policy shall be in effective January 1, 2020 to December 31, 2020, with an annual renewal.
 Carried.

ORANGE MEMORIES – RESPITE & DAY CARE RATES:

060/19 **Molsberry:** That we hereby establish and approve the following rates to be offered at the Orange Memories Personal Care Home:
 Respite Rate: \$145.00 per day; includes meals
 Day Care Rate: \$50.00 per day; plus meals
 Carried.

ORANGE MEMORIES DAILY MEAL RATES:

061/19 **Hay:** That we hereby establish and approve the following daily meal rates to be charged at the Orange Memories Personal Care Home:
 Breakfast: \$ 5.00
 Lunch: \$ 7.50
 Supper: \$10.00
 Carried.

ORANGE MEMOIRES – MEMBER AT LARGE:

062/19 **Bell:** That we hereby accept Gerry Clark’s application to be a member at large on the Orange Memories Board;
and;
Furthermore; that we hereby forward Mr. Clark’s name to the Town of Rosetown Council for formal appointment to the Orange Memories Board.
 Carried.

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BYLAW NO. 003-19:

- 063/19 **Wingert:** That Bylaw No. 003-19 a Bylaw to amend Bylaw No. 001-19, The Procedure Bylaw, hereby be introduced and read a first time.
Carried.
- 064/19 **Hay:** That Bylaw No. 003-19 hereby be read a second time.
Carried.
- 065/19 **Molsberry:** That Bylaw No. 003-19 hereby be given three readings at this meeting.
Carried Unanimously.
- 066/19 **Bell:** That Bylaw No. 003-19 a Bylaw to amend Bylaw No. 001-19, The Procedure Bylaw, hereby be read a third time and hereby be adopted.
Carried.

ADJOURNMENT:

- 067/19 **Hay:** That we hereby adjourn. Time of adjournment 1:10 p.m.
Carried.

Chairman

Secretary/Administrator