

**MINUTES OF THE
CASSELLHOLME
EAST NIPISSING DISTRICT HOME FOR THE AGED
BOARD OF MANAGEMENT MEETING**

Date: August 14, 2015

Location: Castle Arms Board Room

Present: Chris Mayne
Tanya Vrebosch
Walter Ross
Mark King
Dean Backer
Art Syversen

Staff: Jamie Lowery, Chief Executive Officer
Richard Campbell, Chief Financial Officer/Recorder

	ITEM	ACTION
A.	CALL TO ORDER	
	<p><i>“Moved by Walter Ross and seconded by Art Syversen that the meeting be called to order at 5:13 p.m.</i></p> <p>Res.#-40-15 <u>Carried</u></p>	
1.	APPROVAL OF AGENDA	
	<p><i>“Moved by Dean Backer and seconded by Tanya Vrebosch that the agenda for this meeting be approved as presented.”</i></p> <p>Res.#41-15 <u>Carried</u></p>	
2.	CONFLICT OF INTEREST	
	<p><i>“Moved by Mark King and seconded by Dean Backer that no member present has declared a conflict of interest.”</i></p> <p>Res.#42-15 <u>Carried</u></p>	
3.	APPROVAL OF MINUTES	
	<p>3.1 Minutes of Regular Meeting held on July 9, 2015</p> <p><i>“Moved by Art Syversen and seconded by mark King that the minutes of the Regular Meeting held on July 9, 2015, be adopted as presented.”</i></p> <p>Res. #43-15 <u>Carried</u></p>	

4.	BUSINESS ARISING	
	<p>4.1 Redevelopment Update</p> <p>4.1.1 Location Update</p> <p>Discussion with respect to governance models, specifically moving to a not-for-profit home took place. Financial implications relating to capital and operating require further analysis.</p> <p>The board deliberated on three possible locations for redevelopment, including the existing site, noting that there would be a financial impact should Cassellholme rebuild on an alternate site. Discussions were held relating to the possibility of offset funding to defray additional capital costs from building at a location other than the current site.</p> <p>In an effort to critically analyze the target sites, a motion was put forward to approve KPMG as the proponent to examine various factors relating to both capital and operating costs and funding. The preliminary report will be presented to the board at the September 23, 2015, meeting.</p> <p>The board further approved the CEO’s request for the procurement of a potential real estate partner through a Request for an Expression of Interest (RFEI).</p> <p>Following in depth discussion, the following motions were passed:</p> <p><i>“Moved by Art Syversen and seconded by Mark King that the Board of Management approve KPMG to perform a strategic review for Cassellholme at a cost of \$30,000.00”</i></p> <p>Res. #44-15 <u>Carried</u></p> <p><i>“Moved by Tanya Vrebosch and seconded by Walter Ross that KPMG be directed to investigate the three following locations as potential redevelopment sites:</i></p> <ul style="list-style-type: none"> - <i>Current site (Olive Street)</i> - <i>Downtown (Wyld and Oak Streets)</i> - <i>West Ferris (Marshall and Booth Streets)</i> <p>Res. #45-15 <u>Carried</u></p> <p><i>“Moved by Art Syversen and seconded by Mark King that the Cassellholme Board of Management approve procurement of a potential real estate partner through an RFEI.”</i></p> <p>Res. #46-15 <u>Carried</u></p>	
5.	ADDITIONAL ITEMS	
	<ul style="list-style-type: none"> • Nothing to report 	
B.	REQUEST FOR FUTURE AGENDA ITEMS	
	<ul style="list-style-type: none"> • None noted. 	

C.	DATE OF NEXT MEETING	
	<ul style="list-style-type: none"> • September 23, 2015 	
D.	ADJOURNMENT	
	<p><i>“Moved by Art Syversen and seconded by Walter Ross that that the meeting be adjourned at 6:32 p.m.”</i></p> <p>Res.# 47-15</p> <p style="text-align: right;"><u>Carried</u></p>	

Secretary

Chairman