

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

**Date:** May 25, 2016

**Location:** Castle Arms Board Room

**Present:** Chris Mayne                      **Staff:** Jamie Lowery, Chief Executive Officer  
 Mark King                                      Gerri-Lyn Ciccirelli, Recording Secretary  
 Walter Ross  
 Tanya Vrebosch  
 Dean Backer  
 Tamela Price-Fry

**Regrets:** Richard Campbell, Chief Financial Officer

	<b>ITEM</b>	<b>ACTION</b>
<b>A.</b>	<b>CALL TO ORDER</b>	
	<p><i>“Moved by Tamela Price-Fry and seconded by Dean Backer that the meeting be called to order at 5:11 p.m.</i></p> <p><b>Res.#-37-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	
<b>1.</b>	<b>APPROVAL OF AGENDA</b>	
	<p><i>“Moved by Dean Backer and seconded by Mark King that the agenda for this meeting be approved as presented.”</i></p> <p><b>Res.#38-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	
<b>2.</b>	<b>CONFLICT OF INTEREST</b>	
	<p><i>“Moved by Walter Ross and seconded by Tamela Price-Fry that no member present has declared a conflict of interest.”</i></p> <p><b>Res.39-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	
<b>3.</b>	<b>APPROVAL OF MINUTES</b>	
	<p><i>“Moved by Tamela Price-Fry and seconded by Walter Ross that the minutes of the Regular Meetings held on April 20, 2016, be adopted as presented.”</i></p> <p><b>Res.40-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	

<b>4.</b>	<b>BUSINESS ARISING</b>	
	<p><b>4.1 Redevelopment Update</b></p> <p><b>4.1.1 Sub-Committee Update</b></p> <p>Mr. Jamie Lowery reported that four proposals for a Financial Advisor have been received. The proposals are being evaluated and a recommendation will be presented at the next meeting.</p> <p><b>4.2 Board Meeting Schedule</b></p> <p><i>“Moved by Dean Backer and seconded by Tamela Price-Fry that the Cassellholme by-laws be amended to reflect that Board meetings will occur on the fourth Thursday of every month beginning Thursday, June 23, 2016.”</i></p> <p><b>Res.41-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	
<b>5.</b>	<b>NEW BUSINESS</b>	
	<p><b>5.1 Video Conferencing Services</b></p> <p>Mr. Lowery reported that we have been advised by the Ontario Telemedicine Network (OTN) that our video-conferencing equipment is obsolete and requires replacement at a cost of approximately \$22,000.00. Cassellholme will use the rebate from our pharmacy for this purchase.</p>	
<b>6.</b>	<b>CASSELLHOLME OPERATIONS</b>	
	<p><b>7.1 CEO Report</b></p> <p>Mr. Lowery presented his CEO report. Upon review, no questions were noted.</p>	
<b>7.</b>	<b>IN-CAMERA SESSION</b>	
	<p><i>“Moved by Tamela Price-Fry and seconded by Mark King that the Board proceed to an In-Camera session at 5:36 p.m.”</i></p> <p><b>Res.42-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p> <p><b>7.1 Matters Relating to Personnel, Residents, Volunteers, Purchases, Sales of Property</b></p> <p><i>“Moved by Tanya Vrebosch and seconded by Walter Ross that the In-Camera session be adjourned at 6:05 p.m.”</i></p> <p><b>Res.43-16</b> <span style="float: right;"><b><u>Carried</u></b></span></p>	
<b>C.</b>	<b>DATE OF NEXT MEETING</b>	
	<p>- Thursday, June 23, 2016</p>	

<b>D.</b>	<b>ADJOURNMENT</b>	
	<i>“Moved by Dean Backer and seconded by Mark King that the meeting be adjourned at 6:10 p.m.”</i> <b>Res.44-16</b>	<b><u>Carried</u></b>

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**Secretary**

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**Chairman**