

**MINUTES**

Board Members	Connie Huelsman, Board Chair Red Deer County	Ken Denson Town of Penhold	Jul Bissell Village of Elnora
	Dale Dunham Town of Innisfail	Sandy Gamble Town of Bowden	Tim Wilson Village of Delburne
The Bethany Group	Carla Beck CEO, The Bethany Group	Shannon Holtz Director of Housing & Lodges	Melodie Stol Stakeholder Relations
	Vern Waltas, (regrets) Finance and Payroll, The Bethany Group		

1.	Call to Order The meeting was called to order at 10:00 am by Chair Huelsman.
2.	Review of Agenda <b>PF 25-02-01      MOVED by S. Gamble to Approve the February 6, 2025 Agenda as presented. CARRIED</b>
3.	Approval of Minutes <b>PF 25-02-02      MOVED by T. Wilson to Approve the December 5, 2024 Organization meeting and Regular meeting minutes as presented. CARRIED</b>  <i>Chair Huelsman and CEO Beck approved the use of their electronic signatures.</i>
4.	Correspondence
	a.    ASCHA – Home for Housing Conference Sandy confirmed to attend, Dale will advise by next week.
	b.    Audit Planning Letter
	<b>PF 25-02-03      MOVED by D. Dunham to accept the correspondence as information. CARRIED</b>
5.	Reports
	a.    Financial Reports

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		N/A Audit activities occurring
	b.	<p>Occupancy Report – to December 31, 2024</p> <p>Summary report for 2024. Autumn Grove full. Maintenance has developed a schedule to get units rent ready (units that need refurbishment after move-outs).</p> <p><b>PF 25-02-04      MOVED by J. Bissell to accept the occupancy report as presented. CARRIED</b></p>
	c.	<p>CAO Report</p> <p>Lodge events, thanks to Sandy who was able to attend the Christmas event. Menus and Meals on Wheels update.</p> <p>Capital projects update Bowden community housing unit ongoing, boilers complete at Autumn Grove, Dodd's Lake boilers/air units submitted to GoA once approved will go to tender.</p> <p>Audit 2024, 2025 Senior income amounts, ASCHA conference information.</p> <p>Recent announcements on the official transition to Assisted Living Alberta with a stand-up date of April 1. Compliance and monitoring and palliative care will stay with health and capital division now with SCSS and ADM Williams.</p> <p>Met with Maggie Carrol shared information on the organization.</p> <p><b>PF 25-02-05      MOVED by K. Denson to accept the CAO report for information. CARRIED</b></p>
6.	New Business	
	a.	
7.	Previous Business	
	a.	<p>Project planning</p> <ul style="list-style-type: none"> <li>- ADM Williams supports information being included in this business plan cycle.</li> </ul>
8.	<p>Next Meeting</p> <p>Regular meeting Thursday March 27, 2025 at 10:00 am, via Zoom.</p>	
9.	<p>Adjournment</p> <p><b>PF 25-02-06      MOVED by S. Gamble to adjourn the February 6, 2025 meeting at 10:25 am. CARRIED</b></p>	

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**PARKLAND FOUNDATION**  
HOUSING • FOR • SENIORS

*Parkland Foundation Board Meeting  
Zoom  
Thursday February 6, 2025 @ 10:00 am*

*Connie Huelsman*

\_\_\_\_\_  
Connie Huelsman  
Parkland Foundation

*Mar 27, 2025*  
\_\_\_\_\_  
Date

*Shannon Holtz*

\_\_\_\_\_  
Carla Beck or Shannon Holtz  
The Bethany Group

*Mar 27, 2025*  
\_\_\_\_\_  
Date

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