



NEWS FROM THE BOARD OF DIRECTORS

Tuesday, September 19, 2017

EXECUTIVE:

Gabija Petrauskas
President
Raymond Smolskis
Vice-President
Daiva Vorps
Secretary
Virginija Peculius
Treasurer

BOARD MEMBERS:

Rauda Dickinson
Regina Masionis
Ray Petrauskas
Julija Simonelis
Ruta Valaitis
Vytautas Valaitis

HOME ADMINISTRATOR:

Eric Harela

Assured Care Consulting:

Robert Berg Director

AUDITOR:

Roger Chaplin
Arunas Morkunas
Bookkeeper

AUDIT Committee

Gene Kobelskiene
Edis Stravinskas

The September 19th Board meeting was chaired by Raymond Smolskis.

1. **FUNDRAISING DRIVE:** for Resident dining room furniture has reached 82% of the goal. New ergonomic tables and chairs have been ordered. We are hoping to have samples available to show the community at the Oct. 14th Labdara's EVENING OF THANKS and to raise the remaining funds through donations that would cover off the purchase of spare parts.
2. **NURSE CALL SYSTEM:** two vendors made presentations in August to the Board and the Home's Administration. The cost to replace the entire aging nurse call system is estimated at between \$100-\$200K for a basic system. We are not convinced that there is additional value (e.g.. to help with falls prevention, etc.) to go ahead with the very large investment required. Ideally more staff hours would be best but using funds raised from the community for labour hours is not sustainable, given the unpredictable nature of fundraising .
3. **FALLS PREVENTION:** It was agreed that an assessment of ways to decrease causes of falls (e.g.. decreasing meds, exercises to strengthen residents' leg muscles, toileting at bedtime...) needs to take place. Eric and Robert will consult with the Care Team and report back for the November Board meeting.
4. **PROJECT MANAGEMENT:** running multiple concurrent projects by the Home is challenging given that the staff's first priority is resident care. Ray S. will include an assessment of project management effort required per project deemed a priority in the next round of Operational Planning for 2018. We will then assess the Home's capacity to deliver.
5. **DIETARY SODIUM CONTENT:** Robert is working with Tamara and a dietary consultant to decrease salt intake by residents. Eric noted that there is a "no added salt" program in effect at Labdara. Robert to report back on the salt content review at the October Board meeting.
6. **BOARD MEMBERSHIP & CONFLICT OF INTEREST:** Ray S. will

draft a proposed Conflict of Interest guideline as criteria for board membership for Board review at the November Board meeting.

7. **PROCUREMENT POLICY:** Ray S. and Vytas V. Will present a policy proposal for Board review at the November Board meeting.
8. **FALL RESIDENT NEWSLETTER:** has been completed and distributed at the end of September.
9. **COMMITTEE REPORT-BACKS:** will be a standing item so all committees have a chance to report at every Board meeting.
10. **NOTIFICATION OF AGM:** Board voted to approve motion to notify members of Labdara Foundation of upcoming AGM by announcements in TZ on the website, Facebook and emails in lieu of letters sent by regular paper mail.
11. **QUORUM FOR AGM:** is currently 30 members attending. The Motion to amend by-laws to allow a quorum of 20 members was passed. This will be proposed as a by-law change at the next AGM.
12. **RESIDENT BEDSIDE OUTLETS:** the Board approved expenditure of \$9,200 from Capital reserve funds to connect resident bedside outlets to emergency back-up power in case of a power outage. Without this connection residents would not be able to operate electric beds or keep therapeutic air mattresses inflated. Work to be completed by the end of this calendar year.
13. **RESIDENT SATISFACTION SURVEYS:** Overall satisfaction levels are good. Areas for improvement: quality of laundry service, temperature and quality of food and the time it takes to respond to complaints. Board Director Julija Simonelis was asked to work with Eric Harela to develop an action plan to address these areas for improvement and report back in December. Board also asked that a STAFF SATISFACTION SURVEY be developed and administered with a report back to the Board.
14. **INFRASTRUCTURE COMMITTEE** reported that the re-coating of the surfaces in all shower stalls has been completed. The transfer of the building's automated mechanisms to a new back-up computer was completed

successfully and paid for using the Home's operational funds. The committee will be meeting on a quarterly basis.

15. **WEBSITE ENHANCEMENT:** Virginia Peciulis, the lead on this project, demonstrated a preview of the new website design. More work is needed, but the Board was pleased with the results thus far.
16. **15th ANNIVERSARY EVENTS:** Rauda Dickinson reported that the June 25th commemorative Mass, plaque unveiling and Open House at Labdara were very successful. Expenses to date are \$329.77. The planning for the Oct. 14th EVENING OF THANKS is underway. Advertising has appeared in TZ, parish bulletins, pixel sign in front of Labdara, our website and Facebook page. Ticket sales and table reservations are handled by Ruta Vaisvila and Regina Masionis. Board members are encouraged to complete their ticket sales ASAP. VIP responses are coming in. Certificates of appreciation for the VIPs will be grouped for presentation on the 14th. Need volunteers at the door to help distribute coded certificates to the VIPs. A donations table will be set up at the entrance to the hall. MCs for the evening are Virginia and Julija. VOLUNGE Women's Ensemble half hour performance has been arranged. NAPOLEON contest will be run by Virginia and Julija. We have 11 tortes entered for the competition. Judges are: Joana Kuras, Eric Harela, Robert Berg and Rev. Ed Putrimas. Prize for the winning napoleonas has been purchased and engraved. There will be a cash bar operated by Audrius Valiulis. Genute Kobelskiene needs numbers by Tuesday, Oct. 10th in order to purchase adequate quantities of food for the dinner.
17. **NEXT MEETING** will take place at the end of October.