

Hospice Society of Camrose & District  
Annual General Meeting  
October 16th, 2024, at 7:00 p.m.  
5415-49 Ave

### Annual General Meeting Minutes

- 1) Meeting Call to order by Nancy Howard, President of Board, at 7:05 pm
  - a. Quorum present
  - b. Members in Attendance: *If you would like this detail, contact the office.*
  - c. HSCD staff in Attendance Lori-Ann Huot, Heidi Osterwalder, Lorraine Badry, Doris Nussbaumer.
- 2) Welcome from President: Nancy Howard
- 3) Review and Approval of Agenda

**Motion:** Approval for the agenda presented by Penny, seconded by Pam. **Motion Carried**
- 4) Review and approval of 2023 AGM's minutes on October 24th, 2023
  - a. Actual minutes are located on pg. 3-4 of the annual report 2023-2024.
  - b. One correction 6-a (pg. 4).
    - i. Board positions are approved by the Board not at AGM
  - c. Question regarding 2025 budget.
    - i. Nancy replied that budget will be presented and approved at Board meeting.

**Motion:** Approval of previous minutes with correction by Nancy, seconded by Selina. **Motion:** Carried
- 5) Introduction of Staff.
  - a. Executive Director position
    - i. Grant money received for the position. The position is posted and will remain open until a successful candidate is selected.
  - b. Refer to the list on pg. 5 of the annual report 2023-2024.
- 6) Reports
  - a. President's report by Nancy on pg. 6 of the annual report 2023-2024.
  - b. Grief and Bereavement Navigator's Report by Lori-Ann Huot on pg. 7-8 of the annual report 2023-2024.
  - c. Intern Counsellor's Report by Heidi Osterwalder on pg. 9 of the annual report 2023-2024.
  - d. Volunteer Coordinators Report by Lorraine Badry on pg. 10 of the annual report 2023-2024.
  - e. Administrative Coordinator's Report by Doris Nussbaumer on pg. 11 of the annual report 2023-2024.
  - f. Education Committee Report by Sharon Burden on pg. 12 of the annual report 2023-2024.
    - i. Question regarding future Death Cafes. Information shared of tentative plans.
  - g. Programs offered during 2023-2024 on pg. 13-14 of the annual report 2023-2024.
    - i. Question regarding public awareness of the library and if a resource is missing from library, notify staff.

- ii. Information was shared about the future plans for iPads.
    - h. Year-End program statistics on pg. 15-16 of the annual report 2023-2024.
      - i. Reminder to all volunteers to log hours because they are used in grant applications.
      - ii. Question regarding comparison of volunteer hours to last year. Hours were decreased but past years hours would have included NavCare hours.
      - iii. Question of Flagship training-data, it was taken from a Board binder with the year of reports.
    - i. Financial Report by Selina Reid on pg. 17-19 of the annual report 2023-2024.
      - i. Question regarding building fund, explanation given.
      - ii. Question regarding Navi care funding, fund was used for wages and travel.
    - j. Auditor statement by Del Pierce on pg. 20 of the annual report 2023-2024.
- Motion:** Acceptance of all reports as presented by Penny, seconded by Helen.
- Motion:** Carried
- 7) Presentation of Joy LeBlanc Volunteer Appreciation Award 2024
- a. Introduction of the award by Pam to Karen Hymes, the recipient for 2024
- 8) Change annual HSCD membership fees
- a. By the recommendation of the Board of Director, membership fee be increased from \$5.00 annually to \$10.00 annually beginning in the new calendar year 2025. Seconded by Collette. Carried
  - b. **Reminder** as per bylaws annual memberships fees should be paid by March 31 of every year.
- 9) Board Members to be ratified and introduced. Years and term are detailed on pg. 22 of the annual report 2023-2024.
- a. Board Members to be ratified:
    - i. Nancy Howard for three years
    - ii. Selina Reid for one year
  - b. Introduction to the Board.
    - i. Wanita Towers
- Motion** to ratify Board members as noted above by Karen, seconded by Collette.
- Motion:** Carried
- 10) Next AGM October 15th, 2025
- a. Request to have reports in advance of the AGM. Challenge with timing. If any future questions from any of the reports arise please forward to the Board.
- 11) Hospice Beds Update by Pam. HSCD will partner with the Bethany Group. In May, the Bethany group started to work on a proposal for a continuing care case with hospice beds as part of a proposal to the Alberta Government. Rod, Pam, and the future Executive Director will make up the committee from the Board. The first meeting planned for discussion with the Bethany Group is on October 17th.