



KRISTUS DĀRZS LATVIEŠU MĀJA

KRISTUS DĀRZS LATVIAN HOME ANNUAL GENERAL MEETING

Wednesday May 29, 2019
Held at St. John's Ev. Lutheran Church, Toronto, ON at 7.00 pm

MINUTES OF THE MEETING

Dr. Baiba Zarins (Chair of KD Latvian Home) introduced herself, greeted everyone on behalf of the Board of Directors, and opened the meeting at 7:05 pm.

Baiba Zarins reminded the Delegates that the Kristus Darzs Latvian Foundation is a separate entity, and the Foundation Annual General Meeting will take place immediately after the conclusion of the Home Meeting. She also thanked St. John's Ev. Lutheran Church for providing the facility to hold this meeting.

The dietary staff of the Home were recognized and thanked for their provision of the refreshments for the AGM. Nutra Foods and Monica McCallum were thanked for the culinary skills, providing nutritious "home style" meals for the residents of Kristus Darzs.

1. Delegate registration:

Valda Berzins, KDLF Chair, advised that the Kitchener Latvian Association has ceased operations. Otherwise, no new organizations have asked for representation. Alda Hans reported that 29 Delegates representing 17 organizations are present for this meeting. As well, there are 19 guests.

2. Opening Prayer

Opening prayer was read by Imants Karklins

3. AGM facilitation elections

Valda Berzins proposed that Baiba Zarins be the Chair for the AGM. Baiba Zarins accepted the proposal. No other candidates to Chair the meeting were put forward.

Resolution: To appoint Baiba Zarins to be the Chair of the AGM.

Moved: by Valda Berzins

Seconded: Inara Ezers

Carried

Baiba Zarins thanked the Delegates and proposed to elect a Secretary for the AGM. Baiba Zarins proposed that Andris Smits fill the role of Secretary for the AGM. Andris Smits accepted the proposal. No other candidates were proposed.

Resolution: Andris Smits to be appointed Secretary for the meeting.

Moved: by Baiba Zarins

Seconded: by Imants Hausmanis

Carried



KRISTUS DĀRŽS LATVIEŠU MĀJA

Baiba Zarins asked for Delegate volunteers to fill the positions of three scrutineers required to record votes during the meeting.

Applicants to count the votes are Imants Hausmanis, Modris Lorbergs and Aris Pakalns

No other candidates for counting of votes were proposed.

Imants Hausmanis, Modris Lorbergs and Aris Pakalns are elected as vote counters by acclamation.

Moved: by Baiba Zarins to close the elections

Seconded: by Valda Berzins

Carried

4. Review and approval of AGM agenda

It is noted that the prayer was read ahead of item 1, Delegate Registration.

Resolution: To accept the Agenda with above mentioned change.

Moved: by Inese Flude

Seconded: Peteris Strazdins

Carried

5. Review and approval of previous AGM minutes

No changes to the Minutes were requested.

Resolution: To accept the 2018 Kristus Darzs Latvian Home Annual General Meeting Minutes as published.

Moved: by Valda Berzins

Seconded: Inara Ezers

Carried.

6. Business Arising from previous AGM minutes

There was no business arising from the minutes of the 2018 Annual General Meeting as the proposed changes to the Not For Profit Act have not been finalized at the Provincial level.

7. Board and subcommittee reports

Chair: Baiba Zarins

Baiba Zarins outlined the direction redevelopment is taking. Various consultations have concluded utilizing the existing KD site as the best option. The Board and Staff of the Home will always continue to strive for the best possible care of our residents. She praised the Home and administration teams working together to maintain a smoothly running facility. Baiba thanked Valda Berzins, chair of the KDLF, for her collegial work with the KDLH Board.

Baiba Zarins gave special thanks to Toronto Daugavas Vanagi and their Chair, Atis Bredovskis, for their generous financial support towards refurbishing the call bell system within KD. Atis Bredovskis acknowledged the thanks and highlighted that Daugavas Vanagi were able to donate \$90,000 in 2017, \$74,000 the past year and an additional \$24,000 this year.



KRISTUS DĀRŽS LATVIEŠU MĀJA

Building Committee: Chair Aris Pakalns had nothing to add to the Building Committee report included with the AGM material distributed to Delegates.

Redevelopment: Baiba Zarins had nothing to add to the report included with the AGM material distributed to Delegates.

Fundraising Committee: Valda Berzins provided additional information to the report within the AGM materials. Valda thanked the previous KDLF Chair, Inese Flude, for her work in securing testament bequeaths to KD. Inese's efforts have secured over \$400,000 in donations to KD.

A banner was designed by Board Member Sandra Liepkalns, titled "Road to 2025", as promotional material to encourage supporting KD at this year's Latvian Song and Dance Festival in Toronto, as well as other venues.

KDLF has secured the services of the Goldie Company to conduct a feasibility study of fundraising to meet redevelopment objectives. Goldie Company will provide us with advice and the possibilities to move forward with this project.

Board Development Committee: Chair Baiba Zarins had nothing to add to the Board Development Committee report included with the AGM material distributed to Delegates.

Quality of Care Committee: Chair Inara Ezers had nothing to add to the Quality of Care Committee report included with the AGM material distributed to Delegates.

Finance Committee: Report will be part of the auditor's presentation on the agenda.

Baiba Zarins asked if there were any questions on the Committee reports. None were raised.

Resolution: To accept the reports as presented.

Moved: by Fritz Kristbergs

Seconded: Valda Berzins.

Carried

8. IDEAS Project

Inese Pogule, Quality Lead at KD, presented a project she was involved in with other health care professionals. The purpose is to identify ways of limiting outbreaks that put residents at risk. Target goal is reducing infections by 50%. A short video was shown of Inese presenting at a conference, highlighting how KD achieved this through the creation of new protocols for staff to follow. The key, she noted, is that infection control is not just a nursing issue, but a whole Home issue.

Baiba Zarins thanked Inese for her work and presented her with a small gift.



9. Executive Director and Medical Officer reports.

Lauma Stikuts thanked the various individuals, donors and volunteers for their contributions to KD. She also thanked all the staff present for their ongoing dedication to the well-being of KD.

Lauma highlighted that while the new call bell system was expensive (around \$145,000), it is the latest technology and the staff are very happy with its efficiency. She pointed out the Building Committee is always busy ensuring the facility is physically safe. Currently, we are at the permit stage of installing a building-wide sprinkler system, and there is ongoing work with widening doors to accommodate new residents and their mobility devices.

Unfortunately, administration just received news there will be a reduction in funding due to a decrease in the CMI. This will present challenges on the operating budget.

Medical Officer Dr. J. Niedoba was not present but his report was included in the AGM package. Lauma noted Dr. Niedoba's concern that we are underfunded considering the increasing number of behavioral issues with residents that require additional staffing focus.

Resolution: To accept the report of the Executive Director and Medical Officer as presented.

Moved: by Valda Berzins

Seconded: Inara Ezers

Carried

10. "Future Directions" Phase II update

Eriks Eglite summarized the information that was presented in the KDLF handbook for Delegates. He explained that Prism Partners have been solicited to submit a costing analysis for redeveloping at the KD site. Of key importance is to ascertain whether or not we can acquire all the necessary permits to re-develop (this involves City of Vaughan, Toronto Regional Conservation Authority, Ministry of Health approval, among others).

Eriks Eglite invited any questions. Atis Bredovskis questioned the proposed cost per bed as he felt that was high and suggested the Board further explore with other consulting groups. Eriks Eglite replied that the costs are accurate given today's general building requirements and specifically new Ministry standards we must meet.

11. Finance and Auditor's report/presentation

Kristine Smith, Finance Committee Chair, introduced Glenn Dennis, of Brodeur Dennis Chartered Accountants, and also thanked Jon Irwin, accountant for Kristus Darzs for his day-to-day support. Glenn Dennis presented the Auditors report and provided a brief overview of 2018 Audited Financial Statements included with the AGM materials provided to all Delegates.

Glenn Dennis advised that the reports are prepared by the Home and audited by him. He highlighted key points on the Statement of Financial Position.

Glenn Dennis invited questions from the Delegates. None were raised. Baiba Zarins thanked Glenn Dennis for his presentation.

The Delegates were reminded that the Financial Statements would be approved after the presentation of the Supervisory Committee.



12. Supervisory Committee report

Imants Karklins advised the Committee had nothing to add to the Supervisory Committee report included with the AGM material distributed to Delegates

Resolution: to accept the Supervisory Committee Report
Moved: by Valda Berzins
Seconded: Imants Hausmanis
Carried

13. Approval of Auditor's report

No questions were raised.

Resolution: The Financial Reports as presented to be accepted.

Moved: by Peteris Strazdins

Seconded: Fritz Kristbergs

Carried

14. Appointment of auditor

Resolution: The KDLH AGM Delegates authorize the Board to select an external auditor for the Kristus Darzs Latvian Home for 2019 financial statement review, and to pay fair remuneration for the services rendered.

Moved: by Baiba Zarins

Seconded: Valda Berzins

Carried

15. Election of new Board and Supervisory Committee members

Baiba Zarins advised that the Board Development Committee works with both the Home and Foundation for securing new potential Board candidates and Members eligible for renewed terms. Nominations of Members are sought in the Latvian community, and the Committee works hard within the community to present Members for election to the Boards of the Home and Foundation.

Baiba informed the AGM that Gita Kinstlers will be leaving as the Kinstler Family representative. Gita has been active with the Board since 2007. Baiba presented Gita with a small gift and informed the meeting that Gita's niece, Lara Morgan, will be the new Kinstler Family representative.

Baiba Zarins also advised that Mona Kleperis will be leaving the Board; Sandra Liepkalns has reached her sunset clause; Ansis Laucis has also reached his sunset clause (and has served multiple six-year terms); Aris Pakalns has completed his 3 year term but is re-applying for a second three year term. All were presented with a small token of appreciation.

Baiba Zarins recommends the following candidate to the Board for a term of 3 years:

- Aris Pakalns – renewal

Candidate resume is included in the delegate package.

No other candidates are proposed.



Resolution: That the nominations be closed.

Moved: by Valda Berzins

Seconded: Fritz Kristbergs

Carried

The candidate is acclaimed.

The Supervisory Committee has openings for 1 candidate.

Baiba Zarins recommends the following candidate to the Board Supervisory Committee for a term of 3 years:

- Imants Karklins – renewal

No other candidates were nominated.

Moved: by Valda Berzins to close the nomination.

Seconded: Imants Hausmanis

Carried

The candidate is acclaimed

16. Further Business / Q & A

Baiba Zarins asked the Delegates if there were any questions or comments on the material presented.

No additional questions raised.

17. Meeting Adjournment

Resolution: That the Annual General Meeting be closed.

Moved: by Inara Ezers

Seconded: Ansis Laucis

Carried

The Annual General Meeting was adjourned at 8.35 p.m.

The Kristus Darzs Latvian Foundation Annual General Meeting to commence after a five minute break.

The delegates were invited to partake of the refreshments during the break.

Baiba Zarins
Chair

Andris Smits
Secretary