

## May 28, 2025 Minutes

BOARD MEMBERS PRESENT	STAFF MEMBERS PRESENT
Yoko Fujimoto Danealle Reinke Tina Preston Holly Johnson Amanda Philpott	Victoria Muhlbeier, FCSS Director Tammy Johnson, Administrative Assistant

1. **CALL TO ORDER**

51/2025 **TINA PRESTON** called the meeting to order at 7:46 PM

2. **ATTENDANCE AND REGRETS**

Angela De Blasio, Vienna Dahl and Marissa Wardrop were unable to attend the meeting.

3. **ADOPTION OF AGENDA**

52/2025 Moved by **Yoko Fujimoto** that the May 28, 2025 agenda is approved as presented.

**CARRIED**

4. **APPROVAL OF MINUTES**

53/2025 Moved by **Amanda Philpott** that the May 6, 2025 FCSS Board Meeting Minutes are approved as presented.

**CARRIED**

5. **FINANCIAL REPORTS**

5.1 **FCSS Financial Summary for the period of April 2025**

54/2025 Moved by **Tina Preston** to approve the Financial Statements for the period of April 2025. Seconded by **Holly Johnson**.

**CARRIED**

5.2 **Meals on Wheels and Home Cleaning Report for the period of April 2025**

55/2025 Moved by **Danealle Reinke** to approve the Meals on Wheels and Home Cleaning Reports for the period of April 2025.

**CARRIED**

## 6. DIRECTOR'S REPORT

- Tina and Victoria attended the FCSSAA Spring Regional Meeting on May 28th in Medicine Hat.
- Citizen of the Year Gala was held on May 16<sup>th</sup>. There were almost 135 people in attendance. Victoria has received the photos and will showcase on social media and our website.
- A discussion was held in regards to the Summer Program as finding a suitable candidate has been difficult. It was suggested to redesign the program to be more internal as the summer is rapidly approaching. There may also be a chance at running a few youth/adult mentor programs during the summer.
- Seniors Week is from June 2 – 6. If board members are available, we need some volunteers next week on Monday at the Prairie Pioneers Centre from 1:30 to 3:30 and on Thursday at Evergreen Park for a BBQ at 10:30am.
- The Policy Committee will meet on June 17<sup>th</sup> at 5:00pm at the FCSS office to go over the updated policy manual.
- The 2026 Core Grant Applications will open on June 1<sup>st</sup> and the Funded Partners Presentation will be held on Saturday September 20<sup>th</sup>.

**56/2025** Moved by **Holly Johnson** that the Summer Program be redesigned as an internal program with the possibility of running a few youth/adult mentor programs throughout the summer. Seconded by **Amanda Philpott**.

**CARRIED**

**57/2025** Moved by **Danealle Reinke** that the Executive Director Report for the period ending May 23, 2025 is approved as presented and discussed.

**CARRIED**

## 7. UNFINISHED BUSINESS

### 7.1 None for Current

## 8 NEW BUSINESS

### 8.1. Seniors Outreach Request for Home Cleaning Increase

With the increase in clients for the Home Cleaning Program, Seniors Outreach has to pay more in Mandatory Employment Related Costs (MERC) for the cleaner. The cleaner is an employee rather than a contractor. Grasslands Regional FCSS pays \$2,400 per year

to Seniors Outreach to administer the program. The calculated MERCs for the year are over \$2,500 and there is also the cost of scheduling, billing, printing and mailing. The board would like to increase the administrative payment by \$1,100 to bring the total to \$3,500.

**58/2025** Moved by Tina Preston to increase the administrative payment for the Home Cleaning Program from \$2,400 to \$3,500 for 2025. The increase will be \$1,100. Seconded by **Amanda Philpott**.

**CARRIED**

**9 CORRESPONDENCE**

9.1. FCSSAA Board Meeting Highlights – April 25, 2025

9.2. Seniors Week Poster

**10 MEETING ADJOURNED**

**59/2025** Moved by **TINA PRESTON** to adjourn the meeting at 8:10pm.

**11 NEXT MEETING**

Wednesday, June 25<sup>th</sup>, 2025 @ 5:00 PM  
Grasslands Regional FCSS Office

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Board Signing Authority

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Executive Director