



Cranbrook ♥ Kimberley
HOSPICE SOCIETY

Hands that Serve | Hearts that Care

October 30, 2025

Board Meeting Minutes

In attendance: Francine Guerrette-Smith, Greg Sternig, George Watson, Diane Haley, Robin Cameron, Cheryl Savage

Recorder: Karolyn Fruncillo

Call to order: 6:00 pm

George welcomed all board members as directors of the 2025/2026 year. George announced the name change for Cheryl Savage (formerly Cheryl Crich), noting the change is due to marriage.

Adoption of Agenda: Approved Francine & Cheryl

Additions to Agenda: Recruitment Information

McPherson's Thank you

Unfinished Business:

- ❖ Criminal Record Check- complete.
- ❖ 50/50 Fundraiser Update –The Board has approved new dates for the 50/50 raffle, which will run from February 4th to May 4th. These dates allow us to sell tickets for 90 days. We plan to promote National Hospice Palliative Care Week (May 3rd–9th) and draw the winning ticket on Monday, May 4th. We are now seeking ideas to promote this week and increase community knowledge of CKHS's mission and services. If you have one, please speak to Karolyn in the office.
- ❖ Website Management - There has been a short delay in this, due to increased workload in the office. Karolyn will meet with Andy to review areas of improvement.
- ❖ Nav- Care – We have a meeting scheduled with Gloria Puurveen, Nav-Care Project Manager & Knowledge Translation Lead on November 19th. More information to come.

Treasurer Report



Financial Information for September, 2025. Balance Sheet, Profit & Loss, and Investment Statements. \$227,870.93 is currently in our hospice house building fund. This is as of September 30, 2025.

- ❖ Account to transfer shares to CKHS -CKHS will be receiving \$100,000 worth of shares, the donor wishes to stay anonymous. Board member Greg will be assisting with this donation due to the complexity of how shares are donated.
- ❖ Third Signing Authority- Greg has agreed to be the third signee for banking transactions.

Francine & Greg accept treasures report

Office Administrator Report

71 members

20 volunteers for Kimberley

51 volunteers for Cranbrook

Volunteer hours for:

September = 499 hours (33 responders)

Kimberley Clients = 18 clients

Cranbrook Clients = 49 clients, 3 on hold **67 TOTAL**

36 of our clients have completed their palliative journeys in 2025.

October has proven to be a heavy intake month with 8 new clients

The office has been busy preparing a grant application to the Kimberley & District Community foundation, drafting AGM minutes and assisting with Gala donations.

Francine and I are interviewing 2 new interested applicants who want to be client facing volunteers.

Board approved, Office Closure during the Christmas Holidays December 24-January 2.

Cheryl and Francine accept office admin report

In Camera discussion

Robin and Diane approve to move out of camera

Bereavement Report Update

Bereavement Training has been successful so far with 11 volunteers enrolled, they will complete their training November 8.

A women's BSG is being held in Kimberley currently. Cranbrook women's BSG will begin November 18.

Hospice House Update

We have been informed that the City of Cranbrook has declined our request for land in the Industrial Area (Moir Park). The city has instead asked CKHS to reconsider the St. Mary's School area as a potential site for the Hospice House.

The Steering Committee has reviewed the St. Mary's area and has significant concerns, including:

- A new sewage system would be planned to run directly through the property.
- The area's close proximity to the creek raises concerns about potential future flooding issues.
- Any future issues with flooding or sewer problems could lead to the land being dug up

The Steering Committee will now meet to regroup and immediately begin investigating two parallel paths:

1. New Land Acquisition: Actively search for other suitable land donations or feasible properties that the CKHS may consider purchasing.
2. Golden Life Discussions: Continue discussions with Golden Life regarding a potential partnership at the Kootenay Street Village (KSV). Options include building an addition onto the existing site or taking over an existing wing. A major advantage of this partnership would be the ability to start construction sooner than a new, standalone facility.

Hospice House Action Items – Seeking Letters of Support

1. Colombia Basin Trust – Greg to contact
2. Scott McInnis- MLA for Colombia Revelstoke – Karolyn to contact
3. BC Seniors – Karolyn to find a contact.
4. BC Housing – Karolyn to find a contact

Upcoming Activities

November 1 - Starlight Gala. CKHS has donated over 30 auction items to assist in the silent auction.

November 8 – Bereavement Training Part 2 9:30 am -2:00 pm at CBK McPhersons

November 11?,18,25 - Kimberley BSG Women's Group

November 12 – Drug Overdose Committee to meet

November 14 & 28 – Coffee, Cookies and Conversation 10:00 am -12 noon at CKHS

November 17 - Volunteer Business Meeting for ALL volunteers- CBK McPhersons

November 18 & 25 – Cranbrook BSG Women's Group

November 19 - Nav-Care Meeting

December 24- January 2 – Office Closure for the Holidays

April 2026 – New “Walk & Talk” program is being launched early next spring by new lead Cheryl Savage.

Cheryl has been working closely with a connection from Mt. Royal College that has provided extremely useful information. Dr. Sonya Jakubec, RN, PhD, is a Professor of Nursing and community mental health researcher who focuses on the health benefits of supportive environments and nature access. Her work, notably the "Good Grief!" program, studies and implements supported nature walks as a therapeutic intervention for vulnerable populations, including those experiencing palliative care, grief, and loss.

New Business

Ratify Board Positions:

BE IT RESOLVED THAT the Board of Directors hereby ratifies and approves the following individuals to serve in the designated positions for the 2025-2026 term:

- **Chair of the Board:** George Watson
- **Co-Chair:** Francine Guerrette-Smith

- **Secretary:** Diane Haley
- **Treasurer:** Robin Cameron
- **Director:** Greg Sternig
- **Director (New):** Cheryl Savage

Additions to the Agenda

Recruitment Committee: Due to the success of the recent campaign—which has resulted in 13 new volunteers joining CKHS this year (with two more expected in November)—Francine Guerrette-Smith suggested the “Volunteer Recruitment Committee” be dissolved noting the committee has not convened since late spring. It was noted that the Office Administrator's records show continued high community interest in volunteering, as indicated by the number of membership packages distributed.

Motion to Approve Appreciation Gift for McPherson’s Funeral Home:

The Office Administrator requested approval to purchase a \$300 gift card to Dash Eatery for Dane and the staff at McPherson’s Funeral Home to enjoy a luncheon. This gift serves as an expression of appreciation for their outstanding, ongoing support of CKHS, which includes:

- hosting charity BBQs on our behalf,
- lending equipment,
- providing free meeting space,
- hosting volunteer luncheons for us
- supplying refreshments (coffee, tea, donuts) for every meeting
- consistently accommodating last-minute requests.

The Board unanimously agreed for Office Admin to purchase gift certificate in the amount of \$300.

Next Meeting Date: *Thursday, December 18 at 6:00 pm*
No board meeting in November
Due to there being 2 in October
(Oct 8 & Oct 30)

Adjourned: 7:28 pm