



Cranbrook ♥ Kimberley
HOSPICE SOCIETY

Hands that Serve | Hearts that Care

Volunteer Business Meeting Agenda

Place: Cranbrook McPhersons

Date: Monday, April 13, 2026

Time: 10:00 am-12:00 pm

In Attendance: Marla Taylor, Deb Smithurst, Trudy Clifford, Brian Clifford, Brian Clarkson, Mark Cameron, Jackie Jensen, Mike Jensen, Debbie McPhee, Cheryl Savage, Cheryl Thorsteinson, Karen Williams, Francine Guerrette-Smith (minutes) regrets George and Judi Watson, Karolyn Fruncillo.

1. Board Update (Francine)

- **Financials:** Robin Cameron continues to do an excellent job maintaining our books. We are currently in a good financial position.
- **Fundraising:** Profits from the 50/50 raffle will go toward C/K Hospice operations. Additionally, the board has decided that 5% of direct donations to C/K Hospice will be allocated to an operations fund.
- **Hospice House:** We are still working to secure a land donation for Hospice House. Kimberley Mayor McCormick was scheduled to meet with George Watson last week; George will provide updates as the project progresses.
- **Staffing:** Karolyn Fruncillo's title has changed from Office Administrator to Office Manager to reflect her broader scope of responsibilities.
- **BC Hospice & Palliative Care Association:** On March 31, board members met with Executive Director Pablita Thomas. She shared insights on the Hospice House project and changes within the Interior Health Authority (IH). She will also link us with a staff member to assist with data collection for our partnership case with IH.

- **Organizational Assessment:** George, Karolyn, and Francine met with Wendy Booth from the Columbia Basin Trust Non-Profit Advisors program. The results of her organizational assessment will be shared with volunteers and used for future strategic planning.
- **Regional Support:** We will assist the Elk Valley Hospice Society by training six new volunteers in Fernie over two Saturdays in May.
- **Acknowledgements:** The board wishes to thank Deb Smithurst and Barb Fenwick, who have raised over \$6,000 through their "Memory Bears" project. They were also featured on CBC Radio and TV last week! Zena Williams also must be acknowledged for all her fundraising efforts in Kimberley

2. Education Update (Marla)

- Five new volunteers began their training in Cranbrook last week.
- We're continuing to encourage volunteers to join us in helping with the education of new volunteers and Bereavement Support Group facilitation. It's rewarding and a great way to learn more and become more confident in supporting our clients.

3. Office Update

- Information will be available in the upcoming board minutes.

4. Grief Walks in Nature (Cheryl Savage)

- The Grief Walks start this week. The orientation and "test walk" have gone well.
- There will be 9 clients and 9 volunteers doing the first walk. We could use more volunteers for 2 of the walks.
- It's a 2-hour volunteer commitment for each walk. You can volunteer for one walk only or more.

5. Bereavement Update (Francine & Marla)

- Chris Ondrik and Rikki Dekkers are currently doing a women's Bereavement Support Group.
- The women's and men's support groups start again in the Fall 2026.
- If you have any clients that would benefit from attending a group for those who have lost a loved one from substance use, please let Karolyn In the office know.

6. Fundraising Update (Marla)

- We encourage volunteers to help with selling 50/50 tickets. Otherwise, we won't sell out! If we reach our goal, the prize will be \$20,000 to the winner.

7. Advanced Care Planning (Marla)

- Marla will be hosting an ACP session at the Kimberley Library on Friday, May 29 running from 3:00 pm – 4:30 pm. Kimberley does one session per quarter.
- Volunteers are welcome to attend.
- Debbie McPhee stated that she may be interested in doing the Cranbrook sessions in the future.

8. New Volunteer Driver

- Robin King is a new Hospice Volunteer driver who will take clients to appointments. What a great way to support our clients! See Karolyn for contact info.

9. Volunteer BBQ

- C/K Hospice Volunteer BBQ in Cranbrook is May 28 at 5:00 PM. RSVP with Judi Watson. All volunteers are welcome!

10. Volunteer Handbook

- Debbie McPhee informed us that she submitted a draft for board approval of a new volunteer handbook. Karen Williams added that as a new volunteer, she also feels that this would be helpful.

Next Volunteer Meetings:

- **September 21, 2026:** Kimberley (10:00 AM – 12:00 PM)
- **November 16, 2026:** Cranbrook (10:00 AM – 12:00 PM)