

George Derby Family Council Minutes

August 28, 2018 – George Derby Centre

Call to order at 2:00 pm

Attending: Apollonia Cifarelli, John Knapp, Theresa Rodriguez, Sonja Alton

Guests: Ava, Kate Tate, Mary Rossi, Joe

Regrets: Muriel Richards

1. Approve Minutes of May 2018 Meeting - approved by John Knapp, and seconded by Theresa Rodriguez

2. Family Council communication - cabinet by front door, web posting of minutes (Ava)

Cabinet construction is pending. Time frame for completion to be provided at next meeting in September.

Confirmation needed from Pam that Family Council minutes are being posted on George Derby web site.

3. Summary list of Board of Governors and their expertise (Ava)

Several board members have completed their terms. New candidates are being recruited. The Board will meet on Sept. 10th. Ava to provide an update on Board membership and expertise of members at next meeting.

4. Information about Family Council role and recruiting new members to be included at new family orientation (Kate)

Given the overwhelming situation when a new resident is admitted, the consensus was that orientation might work better if several orientation sessions are scheduled and the information is split up to facilitate retention. Other options for communicating the role of the Family Council are to be explored such as videotaping council members and running the video as a repeat loop on a TV in the main entrance, and introducing family council members at events such as the Harvest festival.

5. Mail list and Newsletter (Ava)

Communication with family members is severely impeded due to a lack of newsletter and a family mail list. It was agreed at previous meetings that these items were to be prioritized in the fall of 2018. Plans for moving forward and completion time frames need to be established for these goals.

6. Participation of management at Family Council meetings

It was confirmed that both Kate Tate and Ava will attend the Family Council meetings and book meeting room.

7. Election of chair and secretary for Sept. meeting.

John Knapp will chair and Theresa to act as secretary during transition to finalizing Family Council membership.

8. Next meeting

Tuesday Sept. 18th 2:00-3:00

Ava to contact 3 interested family members and invite to next meeting.

9. Follow-up

1. Mail list and newsletter status update to be provided in September. **(Ava)**
2. Communication with families - cabinet installation and family council minutes on GD web **(Ava)**
3. Summary list of Board of Governors and their expertise **(Ava)**
4. Include information on Family Council in new family orientation **(Kate)**
5. Recruits new family council members during admission **(Kate)**

Next meeting

Tuesday August 28, 2018 at 2:00 pm

Adjourn

Meeting Adjourned at 3:10pm