

HAWTHORNE FAMILY COUNCIL TERMS OF REFERENCE

1.0 NAME

The name of the organization shall be the Hawthorne Family Council.

2.0 MISSION STATEMENT

Improve the quality of life and quality of care for all Hawthorne residents by promoting an atmosphere of sensitivity, caring and support amongst staff, friends and family members.

3.0 VISION

- 3.1 To receive written or verbal submissions from families or friends of residents.
- 3.2 To study suggestions received from residents for their feasibility and applicability to the family needs and the resident population.
- 3.3 To recommend new initiatives, enhancements, or adaptations to the physical environment.
- 3.4 To promote a positive attitude toward aging.
- 3.5 Lifestyle choices and improve quality of life for residents living at Hawthorne.
- 3.6 To plan and participate in fundraising activities to

help finance special projects.

3.7 To provide educational opportunities for families and residents.

3.8 To network and provide ongoing support to the families and friends of residents.

3.8.1 Discuss and support the role that families play in the care environment.

3.8.2 Assist family and friends to better understand the function and operation To serve as an open forum for family-to-family discussion of ways to expand of Hawthorne.

3.8.3 Provide comfort and support to families and friends of residents.

4.0 MEMBERSHIP

4.1 Membership is open to family members and friends of a Hawthorne Seniors Care Community resident.

4.2 Relatives and friends of a deceased resident are encouraged to continue their active membership.

4.3 A senior Hawthorne staff member will be included in a non-voting capacity.

5.0 OFFICERS AND THEIR DUTIES

Officers of the Hawthorne Family Council shall be the President, Vice-President & Secretary.

5.1 President shall preside over all meetings.

5.2 Vice-president shall preside over meetings in the absence of the President.

5.3 Secretary shall record the minutes of each meeting and maintain the minutes as a permanent record.

5.4 If an officer can no longer fill the position, an interim officer will be appointed for the balance of the term of office.

5.5 Committees may be set up as needed by the Executive Committee and may include welcoming, grievance activities etc.

6.0 ELECTIONS

- 6.1 Elections shall be held every year in March.
- 6.2 Each member in attendance at the annual meeting will be entitled to one (1) vote for the purpose of selecting the new executive.

7.0 MEETINGS

- 7.1 Meetings will be held on the 4th Tuesday of every month from 7:00-8:30 pm.

8.0 ADMENDMENTS

- 8.1 Amendments may be made to these terms of reference at any regular meeting of Hawthorne Family Council, by a 2/3 vote providing the suggested changes have been read at the previous meeting.

To the family and friends of new residents

We are a group of family members and friends of the residents of Hawthorne Seniors Care Community who meet once a month. Our function is to address common problems or concerns that may arise for residents, provide a safe and friendly environment for family members to discuss these concerns and to help find a solution. We also provide support for families with information discussions and shared experiences.

When a resident first arrives at Hawthorne there is a period of adjustment not only for them but for the families as well. Most of your questions will be addressed to the nurse on the floor as your relative or friend settles into life at Hawthorne. Gradually you may have other concerns or questions but are not sure whom to approach with them and this is when the Family Council can help.

The Family Council not only acts as a source of information and referral for you but also provides an opportunity to meet other families and join in making a difference in the quality of

life of all residents.

Our group meets on the fourth Tuesday of each month from 7:00 to 8:30 pm (sharp) in the Activity Room. We invite all family members and friends to join the Council. Your voice does make a difference.

Contacts:

Judy Ageson, Social Worker, Hawthorne Seniors Care Community Management Liaison, Hawthorne Family Council
604 468 5014

or

Hawthorne Family Council
familycouncil@hawthornecare.com

Sincerely

Marcia Croy Vanwely
President, Hawthorne Family Council (HFC)
604 434 7554

Hawthorne Family Council

