

CADBURY AT LEWES

COFFEE WITH VIC MINUTES

August 27, 2007

Vic Amey, President/CEO, welcomed new residents to the "Coffee with Vic" forum held for the first time in the Kalmar Nyckel Auditorium. It was stated that the private dining room, located on the first floor of the east wing, is named the Welcome Room and a small conference room on the second floor of the east wing has been named the Overfalls Room.

Vic Amey suggested that residents create a list of items they wished to have addressed in their units and to forward this list and any suggestions they might have to his administrative assistant, Susan Smith. One of the suggestions recently shared was to have signage near the elevators to indicate apartment locations and this will be done.

Trash from apartments will be picked up Mondays and Thursdays between 9 and 10:00 a.m. and should be securely packaged in plastic trash bags. Residents may carry trash to the trash rooms located at the bottom of the stairs in each wing.

In the first or second week of September the beauty shop should be operational. There will be bicycle racks installed in several areas around the Community Building. If one wishes to keep his/her bicycle inside, it must be stored in an apartment or in the resident's storage cage.

The contractors have brought on additional workmen to address the punch list items that need attention as well as to accelerate construction.

There will be exercise classes conducted soon as well as organized walks.

Vic Amey introduced Angel Rivera, Director of Finance at Cadbury at Cherry Hill, and Shirley Coverdale, the Cadbury at Lewes Business Office Manager. The Business Office Manager's office is located adjacent to the Receptionist area. The Business Office will determine the credit for August to be issued to residents for not being able to use the swimming pool, gift shop, etc. and will be added to a resident's Cadbury Cash Account. This credit will continue in September if all the services are not functioning.

Residents were encouraged to make sure that their physician forms were returned to the director of health services and were reminded that the forms are part of their individual contract. It was stated that if a resident is choosing a new primary care physician that he/she needs to check with their HMO to make sure one is in the physician's network.

There is now a four-wheel cart, located in the receptionist area, for residents to borrow for hauling groceries, packages, etc.

Vic Amey announced that Francis Glynn, Director of Support Services, will be leaving Cadbury early in October for personal reasons. Cadbury is actively recruiting for another Director of Support Services.

Carol Holzman, Director of Residential Services, noted that there is a book, located at the Receptionist Desk, to use to sign-up to request the services of the exterminator.

There is a guest room located in the east wing which will contain two twin beds and a sleep sofa. To reserve this guest room, please contact Susan Smith. Also available will be four rollaway beds, one on each floor, to be used for guests at \$5.00 per night, per bed. The inter-office mailboxes will soon be in place and there will be additional lighting installed in the mailroom. The Postmaster has given us a date of September 1 when mail delivery should commence for the cottages and the apartments. The Activity Sign-up Sheet is now located in the mailroom. Deliveries, such as UPS, FedEx, etc., will now be placed on the counter also located in the mailroom.

Theresa Young, Activities Director, is working on a new activity schedule and will soon be offering a trip to the local Banks. Cadbury will have a branch of the Commerce Bank, to be located in the east wing, which will be open a few days a week.

The various parking areas were discussed and it was noted that when all the parking areas have been designated, there will be parking for employees by the Health Center, residential parking areas and visitor parking areas. Handicap parking will be available for those that have handicap parking stickers. It was noted that outsiders are using our parking areas to park their vehicles while they use the new bicycle path adjacent to Gills Neck Road. Staff will prepare a sign to be placed on the windshield of these vehicles to discourage this practice. Residents were encouraged to obtain a Cadbury parking sticker if he/she does not already have one. Outside lighting is not complete as yet and Cadbury is addressing this issue with the company that is installing this lighting. It was suggested that the outside door lights be adjusted to come on earlier and to stay on longer and this will be rectified.

Carol Holzman stated that medicine cabinets are available if a resident desires to have one installed and at no charge to the resident.

The next "Coffee with Vic" will be held Monday, September 10, 2007 at 10:00 a.m.

Susan W. Smith
Administrative Assistant