

MINUTES  
CADBURY AT LEWES RESIDENTS' ASSOCIATION  
BOARD OF DIRECTORS' MEETING  
Monday, March 13, 2017; 3:30 pm in the Welcome Room

**CALL TO ORDER:** President Gil Kaufman called the meeting to order. All members were present except Woody Simone, Bunny Guerrin, Frank Dynan, and Erna Steinbruck. A moment of silence was observed.

**MINUTES:** The minutes of the February 13, 2017 Board of Directors' Meeting and February 20, 2017 General meeting were posted in the Mail Room and the Library. No additions or corrections were needed and they will be filed.

**CORRESPONDING SECRETARY'S REPORT:** Binky Tompkins reported that she sent ten cards and that she appreciates our letting her know of those who need a card.

**TREASURER'S REPORT:** Jim McMullen reported that the balance as of January 31, 2017 was \$9,950. Income for February was \$2,224 and expenses were \$1,274, leaving a net amount of \$949. The balance as of February 28, 2017 was \$10,900 including an Employee Appreciation carryover of \$1,914. The actual CALRA operating balance is \$8,986.

**ASSISTANT TREASURER'S REPORT:** Jim McMullen for Frank Dynan reported that since the donation drive began we have received membership donations from 86 people, about 56% of our membership. Total donations to date were \$2,369 which is 85% of our goal of \$2,800. The average donation was \$27.55 per person which is more than the suggested amount of \$16. We are grateful for this generosity.

**MEETING BETWEEN CAROL HOLZMAN AND GIL KAUFMAN:** Gil reported to Carol that there is still discontent regarding the sign-up for the Nu-Step in the gym; options are still being considered. The Cadbury channels are 970 for IL residents and 3 for AL residents and cell phone numbers for AL residents, if available, will be in the future directories.

**COMMITTEE REPORTS:** Gil requested that all committee chairs appoint a vice-chair and create a mission statement to be given to the Secretary, Kathy Holstrom.

**Activities:** Carol Bishop reported that scheduled for the rest of March are:

March 13 – Dinner at the Summerhouse in Rehoboth

March 14 – Lunch at Irish Eyes and X-Box Bowling at 3 pm

March 15 – Trip to Byler's Country Store in Dover

March 17 – St. Patrick's Day Irish Sing-A-Long during Happy Hour with Jerry Birl at the piano

March 20 - Men's lunch at the Pig and Publican

March 22 – Dinner at Bon Appetite in Seaford

March 26 – Clear Space presents the musical "Gypsy"

March 27 – Dinner at Bangkok Thai

March 28 – Dinner at the Crooked Hammock

**Communication:** Sara Corbishly is temporarily replacing Woody Seamone and reported that two items were discussed at the last meeting. (1) The survey of TV channel 970 kindly produced and tabulated by Dick Cleaveland indicated that about 1/3 of the residents use the channel and almost all stated that they use it for getting the menus. (2) The new website being developed by Fineline will have the ability to allow designated persons, such as committee representatives, to update information in their areas. In a few weeks volunteers will be asked to try it out. The Board was reminded of the valuable role played by Dick Cleaveland in both the developing and the maintaining of the original web site.

**Dining:** Corinnne Lehman reported that the comment cards continue to rate meals and service in the Chart Room and Bistro as good to very good. All comments are helpful. Jeff will talk to anyone who wishes if they call him on his phone. The hours for the Sunday brunch will remain the same and adjustments were made in the preparation of the eggs Benedict. The spring and summer menus are being finalized and assembled and will be out in May. Lighter foods will be used. Our Dietician will examine the menus and assure that all the foods will be acceptable under the guideline regulations we must follow. The Dietician will be asked to speak to the Committee soon. If a food comes with a sauce, the sauce may be requested to be put on the side. Cooking regulations exist for preparation of foods. Longer hours for the Bistro were discussed but cannot be done due to the need for more hours for help with pay. It was recommended that, if guests have a question regarding food, they ask their server to get the manager to talk to them or they can fill out a comment card with the date and the food in question. The Bistro cups will be bleached again. The St. Patrick's Day meal will be a buffet.

**Gift Shop:** Elsie Gould reported that the income for February 2017 was \$486 and expenses were \$408, leaving a net profit of only \$78. The net profit for the year was \$419. The shop now has Kevin Fleming's products and Dean Hoover's wooden bowls, a table, and a walking cane. There is a need for more donations for the shop to sell.

**Library:** Judy Burgess reported that the Library Committee met on March 9<sup>th</sup>. February 25<sup>th</sup>'s "housekeeping" session was discussed and the books that were removed were recycled by Tom Eichenlaub. A new book case made by Dean Hoover has been placed in the Quiet Room. Arrangements were made for taking the cart around the Healthcare floor for the next three months. A mission statement was created for the library and is attached. Fewer magazines are being taken to the library and residents are requested to bring in their not-too-old ones. There is a "no foods" policy in the library that is not being observed. Food may be taken to the arts and crafts room or to the sofas in the halls of the community building.

**Newsletter:** Pat O'Hanlon submitted her resignation as the Editor of the Newsletter. She was applauded for her outstanding efforts over the past nine years and was given a prototype of a commendation being prepared for her. Sara Corbishley has volunteered to fill the position of the Editor and will soon be reporting what the publishing schedule will be from now on.

**Program:** Rich Woolley reported that the monthly 7 pm programs will be:  
March 21 – "Welcome to Mars," by Gil Kaufman, Elsie Gould introducing  
April 18 – "Life Saving Station," by Kristyn Small and Rebecca Rogers (speaking fee of \$80)  
May 16 – Beachcombing, by Tom Lord  
May 23 – Power Point presentation, "Ten Years at Cadbury," by Adele Trout

**Woodshop:** Ron Trupp reported that the current balance in the wood shop treasury is \$66.69. The meeting held on January 23, 2017 for residents interested in working in the shop had some positive results:

Much wood has been removed making more room for workers' personal tools and projects.

Some general clean-up has been accomplished.

It has been made known that training on the use of power equipment and all shop practices can be provided by Dean Hoover and Ron Trupp when users request it.

More needs to be done and will be done to improve working in the shop. These will be the subject of future reports.

**Tenth Anniversary Working Group Report:** This group has been meeting regularly and will be reporting its progress soon.

**Cadbury Senior Lifestyles Resident Life Committee Report:** Lois Wills and Bill Peterson reported:

<b>Resident Reserve Fund</b>	January 31, 2017	
Morgan Stanley – Friends of Cadbury		\$228,325.38
TD Bank – Cadbury at Lewes Resident Reserve		<u>\$184,605.49</u>
	<b>Total</b>	<b>\$412,930.87</b>

<b>Charitable Gift Annuity Status</b>	December 27, 2017	\$ 30,000.00
	<b>Total Pledged Annuities</b>	<b>\$ 30,000.00</b>

<b>Resident Monthly Statement Donations to the Reserve Fund</b>		
Number of Households:		11
Number of Residents:		17
	<b>Total Amount of Monthly Donations</b>	<b>\$ 175.00</b>

<b>Staff Donations Through Payroll To All Cadbury Causes:</b>		
Number of Staff:		2
	<b>Total Amount Per Month</b>	<b>\$ 140.00</b>

**New Business:**  
 Census in Independent Living is 115 dwellings with 88% occupancy.

New resident move-ins:	December	Myrna Klutchnik	Apt. 220
	January	Bob and Ingrid Harvey	Cottage 28
Anticipated	February	none	
	March	Thomas and Barbara Reed	Cottage 35
		Larry Knapp	Cottage 22
		Roberta Horst	Apt. 105

Fitness Center – Nu Step Survey results: 59 for Nu-Step, 17 for Elliptical, 1 for neither  
 A sign-up sheet was posted for Nu-Step use. Use can be pre-scheduled. Sign in when using machine so usage can be tracked.

Dining Room – Complaints about long waiting times are attributed to very busy Bistro. Suggest giving Chart Room priority in preparation of orders  
 Jeff is against suggested reservations for dinners.  
 On one occasion the chef refused to recook inedible lobster

Smoking and parking are still problems looking for solution.

Employees – Firings of some employees have created ill feelings due to no reasons given to residents. It is not true that discharged employees will not be rehired.

General – Several complaints about blood-test results not being reported to the clinic (follow-up will be done).  
 New Resident Fund thermometer will soon be in place.  
 Closet in auditorium is used by several groups and is greatly overcrowded. Efforts will be made to accommodate all concerned.

**AREA REPORTS:**

West Wing, 2<sup>nd</sup> floor – Erna Steinbruck – no report

West Wing, 1<sup>st</sup> floor – Karen Consolini reported that there were no new move-ins

East Wing, 1<sup>st</sup> floor – Bunny Guerrin reported that there were no new move-ins

East Wing, 2<sup>nd</sup> floor – Lois Wills reported that there were no new move-ins

Cottages – Elsie Gould reported that there were no new move-ins

Health Center – Dick Kauffman reported that there are 11 residents in Safe Harbor and 29 in Assisted Living.

**OLD BUSINESS:** Gil Kaufman reported that the CALRA Handbook draft is moving along. It was decided that separate documents are needed for apartments, cottages, new residents, and old residents. He handed out “Crises and the Cadbury Community” to be read and, if appropriate, commented on.

Bill Gehron reported that the volunteer driver list to supplement transportation for residents on the bulletin board in the mail room is currently being upgraded. Adele Trout raised the question as to whether or not we need this or should discontinue it. The Board all agreed that it should stay for the time being but suggested that calls be made to the people on the list to ascertain whether or not they are being called and how frequently. Bill also suggested that the maintenance of the list should be a task given to the Corresponding Secretary who is most aware of the ups and downs of the residents.

**NEW BUSINESS:** Gil Kaufman reported that a representative from Lewes in Bloom has requested our participation in planting a food garden. The opinion of the Board was to have that representative speak to us in person and clarify what kind of participation is requested. Gil will follow up.

Gil also reported that the CALRA working Financial Group will have a report soon.

**ADJOURNMENT:** The meeting was adjourned at 5 pm.

Respectfully submitted,

Kathy Holstrom, Secretary