

MINUTES
CADBURY AT LEWES RESIDENTS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
Monday, December 12, 2016; 3:30 pm in the Welcome Room

President Jane Lord called the meeting to order. All members were present except Alan Ward. A moment of silence was observed.

MINUTES: The minutes of the November 14, 2016 Board of Directors' Meeting and November 21, 2016 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 told us how much she appreciates our letting her know of those who need a card.

TREASURER'S REPORT: Gil Kaufman reported that the balance as of November 1, 2016 was \$41,521. Income for November was \$17,909 and expenses were \$1,827 leaving a net amount of \$16,082. The balance as of November 30, 2016 was \$57,603 including an Employee Appreciation carryover of \$43,175. The actual CALRA operating balance is \$14,428. A copy of the actual 2016 budget was included in the report.

COMMITTEE REPORTS:

Activities: Carol Bishop reported that activities scheduled for the rest of December are: The Winter Wonderfest Light Spectacular and Christmas Village at Cape Henlopen State Park, the "White Elephant" gift exchange, Christmas Eve dinner, Nancy Krail's caroling on Christmas day, and New Year's Eve in the Bistro. Nothing has been scheduled yet for January 2017.

Communication: Woody Seamone reported that the Committee met on December 8th. Progress is continuing on the software contract with Fine Line, Inc. Questions and comments from the Committee are being exchanged by Email. This type of discussion will continue and no controversy has been apparent so far. Fine Line will be billing us monthly. There is a need for a review of the use of the TV channel for information for residents. This area will be discussed with Deb Hamilton to see how the system works and if changes are needed.

Dining: There was no report.

Employee Appreciation: Jim McMullen reported that checks amounting to \$48,130 were distributed to 211 employees on December 7th and were very much appreciated as were the goodies provided for the event by residents. Thank you letters were distributed the week of 12/11/16. Participation was excellent: Cottages and Apartments were both at 93% and AL/Skilled at 50%. There is no carryover at this time. This is the final report for this year.

Gift Shop: Gil Kaufman reported that the income for November 2016 was \$720 and expenses were \$436. As of November 30, 2016 the net profit was \$284. The net profit for the year is \$4,027. Many of the volunteers have assumed various responsibilities for the Shop which will allow the present chairs to continue to oversee the operations.

Library: Judy Burgess reported that the Committee met on December 8th. Mildred Wiedmann welcomed the newest member, Marianne Jarvis. The effectiveness of the last "housekeeping" session was discussed and plans were made for the next clean-up scheduled for February 25, 2017 at 10 am. Ideas were suggested for the next article in the Newsletter and arrangement were made to take the book cart around Health Care. The reading machine in the Library (Topaz) for those with vision problems is not working. Efforts are being made to either repair it or replace it.

Newsletter: Pat O'Hanlan reported that the next newsletter will be out in February. Articles are due by February 1st.

Nominating: Adele Trout reported that the Committee has completed the task of securing nominees for the following offices: President – Gil Kaufman, Vice President – Bill Gehron (one-year term), Secretary – Kathy Holstrom, Treasurer – Jim McMullen, Assistant Treasurer – Frank Dynan, East Wing First Floor Representative – Bunny Guerrin, Cottage Representative – Frances Mason, and Assisted Living Representative – Dick Kaufman. The election of officers will take place during the December 19th General Meeting.

Program: Nancy Krail reported that the monthly 7 pm Programs will be:
December 20 – Rick Steves European Christmas
January 17 – The Storm of 1962 presented by Wendy Carey
January 24 - ITN Transportation for Southern Delaware presented by Janice Hanwel

Woodshop: Ron Trupp reported that the current balance in the wood shop treasury is \$82.18. The Shop has repaired a swivel chair and worked on some personal items. 25% of all receipts from the sale of woodshop items benefit the Resident Reserve Fund. Bill Dunn, Rebecca Rogers, and Richard Thomas have been working on projects. The shop is currently in the process of replacing an extensive list of necessary materials to continue the work of the shop. Residents may bring items to the shop that need to be repaired.

Cadbury Senior Lifestyles' Resident Life Committee Report: Lois Wills reported:

Resident Reserve Fund	as of October 31, 2016	
Morgan Stanley – Friends of Cadbury		\$236,555.70
TD Bank – Cadbury at Lewes Resident Reserve		<u>\$168,398.03</u>
	Total	\$404,953.73

Charitable Gift Annuity Status	December 27, 2011	\$ 30,000.00
	Total Pledged Annuities	\$ 30,000.00

Resident monthly statement donations to the Reserve Fund

Number of households:	(was 6)	10
Number of residents:	(was 10)	15
Total amount of monthly donations:	(was \$110)	\$165.00

Staff donations through payroll deductions to all Cadbury causes:

Number of staff:		2
Total amount per month:		\$140.00

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WING AND COTTAGE REPORTS:

West Wing, 2nd floor – Erna Steinbruck reported that Florence Nahagian moved into Apartment 221 and Myrna Kluchnik moved into Apartment 220

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

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

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

Cottages – Don Wiedmann reported that there were no new move-ins

NEW BUSINESS: Jane Lord reported on the Cadbury Budget Review Committee:

Each year at this time, the Cadbury administration invites CALRA to assemble a small group of residents to learn about the Cadbury budget process and to suggest capital improvements that might be included in the budget for the ensuing year. The following residents have been appointed to the Cadbury Budget Review Committee for 2016-2017:

Rich Wooley

Barbara Summereau

Joe Boyle

Judy Burgess

Pat Cummings

Bill Dunn

Jim McMullen (incoming treasurer)

Frank Dynan (incoming assistant treasurer)

Gil Kaufman

ADJOURNMENT: The meeting was adjourned at 4:40 pm.

Respectfully submitted,

Kathy Holstrom, Secretary