

THE MOORINGS AT LEWES RESIDENTS' ASSOCIATION
Board of Directors' Meeting Minutes
Monday, August 14, 2023; 3:30 PM in the Welcome Room

WELCOME: President Don Smith welcomed everyone to the meeting

CALL TO ORDER: President Smith called the meeting to order. All Directors were present except Peg Partlow, Ed Steiner, and Franz Portmann. A moment of silence was observed.

OPENING REMARKS: President Smith announced a review of the proposed time-saving changes for the Board of Directors' Meeting.

1. The objective is to save time during the meetings by eliminating routine discussions or business that will eventually be reported at the General Meeting. This will free up time to discuss other issues such as what we can do for the benefit of the majority of residents with our TMALRA treasury money.
2. As we move forward, we will be fine-tuning the revised procedure.
3. The changes will only apply to Board Meetings.
4. The Directors and Committee Chairs will bring only items requiring Board decisions, discussions, or new ideas to the Board.
5. For example, if any issue requires a committee to exceed its budget, this would be brought to Board for discussion and decision.
6. If no action is required by the Board, the Director or Committee Chair shall report "No Board action required. All agenda duties for the (committee name) for the month of (name of month) are complete."
7. During the General Meeting, Directors and Committee Chairs will provide their regular report of issues for their committee's next month agenda. Normally, we do not need to report on issues that are not going to take place for three or four months in the future.
8. As usual, all Directors and Committee Chairs will provide Kathy with their reports for both the Board Meeting and the General Meeting.

The next Board Meeting is September 12th in the auditorium. The next General Meeting is September 18th.

MINUTES: Kathy Holstrom reported that the minutes of the June Board of Directors' Meeting and General Meeting were posted in the Mail Room, the Library, and on the Website. If there are any additions or corrections needed, please put them in writing and place them in Kathy's cubby #135 and she will add them. Otherwise they will be filed.

CORRESPONDING SECRETARY'S REPORT: Carol Lader reported that she sent 1 card this month plus 15 birthday cards. Cards for Skilled or Safe Harbor residents can be given to the front desk to be delivered.

TREASURER'S REPORT: Tom Reed reported that the income for June was \$244 and expenses were \$186, leaving a surplus of \$58. The income for July was \$1,920 and expenses were \$916 leaving a surplus of \$1,005. As of July 31, 2023 the account balance was \$34,047 less the Employee Appreciation Fund of \$3,043, leaving an operating balance of \$31,004.

ASSISTANT TREASURER'S REPORT: No report

COMMITTEE REPORTS:

Activities: No report

Bylaws: No report

Communication: Jim McMullen reported that we need more Photo Directories. Diane Bair moved that we buy 25 more directories at a price of \$250 from our TMALRA budget. The motion was seconded and passed unanimously. The next order will be for 2: \$214.4900 copies. The current order was for 175 copies.

Dining: No report

Employee Appreciation: No report

Gift Shop: Diane Bair reported that the income was:

Income: \$656.75 (Cash, Bingo, and Charges)

Total Expense: \$214.49

Profit: \$442.26

As of August 1st, the Gift Shop will be open again on Saturdays from 11 am to 1 pm.

Library: No report Judy Burgess reported that she has a lettering machine that has small print and would like to donate it to a committee that could use it. Please let her know if you would like to have it.

Nominating: No report.

Program: No report

Wellness: No report.

The next Wellness Committee meeting will be September 4, 2023.

Wood Shop: Richard Thomas thanked Larry Myers and Floyd Cook for refurbishing benches for the campus. The shop's air compressor has broken and may have to be replaced. Parts to fix are on order.

Area Reports: West Wing, 1st floor - Peg Partlow no report

West Wing, 2nd floor - Linda T reported no change; no vacancies

East Wing, 1st floor - Mary Lou Poffenberger reported that Sheila Turner has moved to Skilled; one vacancy

East Wing, 2nd floor - Diane Bair reported no change; one vacancy

Cottages, Mildred Wiedmann reported that Gail Feather has moved into Cottage 16; two vacancies

Cottages, Carol Bishop – no report

Health Center – Gil Kaufman reported that the census is as follows

Assisted Living 29/30 – 97%

Safe Harbor 13/15 – 87%

Skilled Nursing 30/40 – 75%

Kitty Eichenlaub has moved from AL to Skilled

Special Reports:

BUILDING AND PROPERTY COMMITTEE REPORT: No report

RESIDENT LIFE COMMITTEE REPORT: Ed Steiner reported that there have been no recent committee meetings. Since the committee's prime purpose is to Advise and Support the Resident Life Director, it is expected that a meeting will be scheduled as soon as James Hockenberry feels appropriately settled into his new position. Any items for the committee's consideration should be addressed to Area Representatives, all of whom are members of the committee.

FINANCIAL WORKING GROUP REPORT: Jim McMullen reported that the group met with David Woodward, Garrett Midgett, and Annette Moore on 7/27/2023 to review 2nd quarter of 2023 financial results.

Annette discussed census, operating revenue, and departmental expenses. Operating margin for the quarter was 8.9% vs 4.6 budget.

Revenue for IL, AL, and Skilled Care all were above budget mainly on higher census. Memory Care was only \$5K below budget. Departmental expenses were again below budget resulting in our surplus. Annette believes this performance is sustainable through year-end; she wants to increase census in Skilled Care.

The balance sheet is strong; our surplus is nearly \$700K.

Cash flow from operations was \$1.3 million. Much of this inflow was used for debt service reserve and IL cottage and apartment renovation. Net cash inflow was \$628K.

The budgeting process for 2024 is ramping up. This meeting was our last opportunity to express our hope and expectation that, in view of this year's very positive financial performance, we could see a lower rate increase for 2024.

TRUSTEES REPORT: No report

DEI COMMITTEE REPORT: No report

SAFETY COMMITTEE REPORT: Ed Steiner reported that the committee met on July 25, 2023. One item where the Board might find a way to be helpful was the issue of auto speeding. Bud has spoken to vendors and staff about the issue. Can we be useful with residents and visitors? Other information was:

1. Safety grab bars have been installed in the Guest Room shower.
2. After painting is complete, all the lighting in Assisted Living and Safe harbor will be upgraded.
3. The parking lots are scheduled to be relined in August.

Issues that should be addressed by the committee may be relayed to Ed Steiner or Bunny Guerrin.

OPEN FORUM: None

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 4:25.

Respectfully submitted, Kathy Holstrom, Secretary