

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

President Jane Lord called the meeting to order. All members were present except Erna Steinbruck, Mildred and Don Wiedmann, and Bunny Guerrin. A moment of silence was observed.

MINUTES: The minutes of the August 8, 2016 Board of Directors' 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 six 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 August 1, 2016 was \$9,732. Income for June, July, and August was \$4,180 and expenses were \$2,969 leaving a net amount of \$1,211. The balance as of August 31, 2016 was \$10,943 including an Employee Appreciation carryover of \$1,817. The actual CALRA operating balance is \$9,126.

COMMITTEE REPORTS:

Activities: Curt Christensen reported that activities scheduled for the rest of September are: Life Saving Station and lunch at Hammerheads, Hopkins ice cream and Antique Car Exhibit, Open Cockpit Day at Dover Air Force Museum and lunch, Men's lunch at Matt's Fish Camp, Historic Windows of the Bethel Methodist Church, Byler's General Store and lunch, Clear Space – *How I Learned to Drive*, Dinner at Chesapeake and Main, Shopping at Dollar Store, Lewes Fire Department, and Dover Downs with shopping at the Mall. Remember Saturdays at 1 pm are game days. Elsie Gould questioned whether or not the scheduled activities are meeting the needs of our residents.

Communication: Woody Seamone reported that the Committee met on September 8th. Tom Brown from the Fine Line Company presented a proposal for website design and development for the CALRA website. This contract was based on preliminary discussions between Dick Cleaveland and Fine Line, and it is available to residents by requesting a copy from Woody. The cost of the contract is estimated at \$4,600. It needs to be studied in detail by the Committee to determine whether or not to proceed with it or some version of it. E mails have been received from four members of the Committee with comments on some aspects of the proposal. A follow-up meeting will be planned after all have reviewed the document.

Dining: Alan Ward reported that the Committee met on September 1. The comment cards continue to rate meals and service as good to very good and comments are very helpful. Wednesday night buffets will feature theme menus occasionally, Greek, Tapas, for example. There will be a Luau on September 28th. New menus will be introduced on October 1 with significant changes. Currently, residents have three menus—regular, a la carte, and always available. These will be combined into one menu. Three basic entrees will continue to be featured, as will two upcharge entrees which will be changed more frequently, and daily specials may be announced by wait staff for entrees and side items. The purpose of the changes is to reduce food wastage and increase kitchen and service efficiency. The next meeting will be on Oct. 6.

Employee Appreciation: Jim McMullen reported that the Committee met on August 11. Gil Kaufman has resigned and Rebecca Rogers has joined. The 2016 Campaign will kick off October 1st with personalized letters to all IL and AL residents. A separate letter will be sent to POAs of skilled care residents. We are again suggesting that residents pay \$5 per week but are emphasizing that a larger contribution will be welcomed. Employees' gift checks will be distributed December 7, 2016 from 1 to 5 pm in the Bistro.

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Gift Shop: Gil Kaufman reported that the income for June, July, and August 2016 was \$1,913 and expenses were \$659. As of August 31, 2016 the net profit was \$610. The net profit for the year is \$2,886. We are now stocking recycle bags for apartment residents as well as cottage residents. We also now have access to the light blue Cadbury polo shirts in ladies styles and sizes. You can request one at the shop. Beginning September 20th there will be a special sale on jewelry (50% off) and a number of new items not on sale before. Ruth and Gil will be completing their term as Gift Shop managers at the end of this year. They are actively looking for new proprietors to take over the job. Please let them know if you are interested or you could serve as co-manager with another person. It is a fun and social experience.

Library: Judy Burgess reported that the committee met on September 8 and discussed the next purge session scheduled for Saturday, November 5 at 10 am; the topic for the next newsletter on our Christmas book collection; a change in the time of our next meeting, Thursday, December 8 at 3 pm; continued review of categorizing the non-fiction book sections; and a schedule of people to take the Assisted Living book cart around to people in Health care. (This activity meets with limited success with respect to supplying these people with books or magazines, but seems to be very much appreciated by those in rehab, providing them with a friendly face with whom to chat.) The following people who are not Committee members need our thanks: for helping with shelving returned books – Marge Trupp, Ruth Barnett, and Pat Gehron. For assisting with our purging sessions – Curt Christensen and Jim Bazzoli. For taking our discarded books to the Lewes Library or charity locations – Tom Eichenlaub and Ruth Barnett. For taking the Assisted Living book cart around to those in health care – Carol Bishop.

Newsletter: Pat O’Hanlan reported that the next newsletter will be out at the end of this week.

Nominating: Adele Trout reported that the Committee is still meeting to finalize the nomination list.

Program: Nancy Krail reported that starting on September 1st – Music with Friends in the Quiet Room will start at 3:30 pm and will meet twice a month.

The monthly 7 pm Programs will be:

- September 20 – Life in Lewes, presented by Ned Maull
- September 27 – Lewes Fire Department
- October 18 – Charles Dickens Comes to Cadbury, presented by Joe Plummer
- October 25 – Recorders: Listen and learn, presented by Sharon Hoover

Cadbury Senior Life Styles Resident Life Committee Report:

Resident Reserve Fund	August 2016	
Morgan Stanley – Friends of Cadbury		\$233,303.20
TD Bank – Cadbury at Lewes Resident Reserve		<u>\$160,608.47</u>
	Total	\$393,575.38
Charitable Gift Annuity Status	December 27, 2015	\$ 30,000.00
	Total Pledged Annuities:	\$ 30,000.00

Resident Monthly Statement Donations to the Reserve Fund

Number of Households:	6
Number of Residents:	10
Total Amount of Monthly Donations :	\$110.00

Staff Donations through Payroll Deductions to All Cadbury Causes

Number of Staff:	4
Total Amount per Month:	\$ 150.00

Census: Independent Living is 121 dwellings with 93% occupancy

New Resident Move-ins:

June	Pat Ward	Apartment 208
	Marianne Jarvis	Apartment 104
	Joanne Nichols	Apartment 121
July	None	
August	Richard and Claire Thomas	Apartment 115
September	Kenneth and Marilyn Goeble	Apartment 240

Woodshop: Ron Trupp reported that the current balance in the wood shop treasury is \$48.38. The Shop has fixed a sewing machine cabinet, repaired a troll figure and stool, repaired a table and another stool, and built another bird house with three more in progress. Dean is building wooden bowls with unique patterns of different colored woods. These items will be offered for sale through the Office of Philanthropy with 25% of the receipts benefitting the Resident Reserve Fund. Bill Dunn has been invited to join the Woodshop Committee and has accepted and Rebecca Rogers has been working in the Shop building bird houses..

WING AND COTTAGE REPORTS:

West Wing, 2nd floor – Erna Steinbruck was absent
 West Wing, 1st floor – Karen Consolini reported that Richard and Claire Thomas have moved into Apartment 115
 East Wing, 1st floor – Bunny Guerrin reported that there were no new move-ins
 East Wing, 2nd floor – Lois Wills reported that Ken and Marilyn Goeble have moved into Apartment 240
 Cottages - Elsie Gould reported that there were no new move-ins

NEW BUSINESS: Gil Kaufman reported that an Informal Finance Group Report was compiled by a group of residents who had some concerns regarding the financial report given by Arnie Weiner. Further study will be done by this group with CFO Weiner to resolve some of the concerns.

ADJOURNMENT: The meeting was adjourned at 5:00 pm.

Respectfully submitted,

Kathy Holstrom, Secretary