



**CADBURY AT LEWES
AFTERNOON EXCHANGE
May 17, 2016**

Carol Holzman, Executive Director, opened the meeting by welcoming everyone and thanking them for coming. She said that at the last meeting she told everyone that Arnie Weiner, CFO, and Cecily Laidman, Executive Director of Cadbury at Home, would be at this meeting. However, the Business Office is moving to new office space today and the audit is starting, so they will be here in August.

Chuck is out sick today but sent a list of things for Carol to review. She said that 170 work orders were received in March and all have been completed, with 80% of them being completed within 24 hours.

On 6/13, the window cleaning will start. Cottages 1-24 will be done on 6/13 and Cottages 25-48 will be done the next day. Cottage residents must be home in order to have the inside of the windows cleaned. Cleaning of the apartment windows will follow. Only the outside windows for the apartments will be done as Housekeeping will clean the inside windows as part of the semi-annual cleaning.

Regarding trash and recycling, recyclable trash is picked up on Mondays and regular trash is picked up on Thursdays. All recyclables need to be in a clear bag and are available for purchase in the Gift Shop. Gift Shop hours are Monday-Friday 10-3 and Saturday 11-1.

Maintenance is a little behind on the grounds work because of the weather, but they're trying to catch up. Some irrigation lines were cut when the new lights were put in by Delaware Electric Co-op, so the irrigation is off for now. Tru-Green was here today to treat the grass.

Cottages residents should be reminded that there is no overnight parking on the street. Vehicles need to be pulled into the driveway.

It was brought to our attention that some of the residences have algae growing on them. Maintenance will get them power washed as soon as possible.

Carol said there has been some talk at previous meetings and at our Strategic Planning meetings about upgrades to the apartments and cottages after a long period of time. If a resident moved in before 2008 and there is noticeable wear and tear on the carpet, walls or baseboard, they should give Alan a call at 644-6388 to have them assessed.

Carol pointed out that at the back of the Resident Directory there is a listing of employees, their title and phone number. In the Resident Handbook there is also a brief description of

employees' roles and what they do. Residents can also call Deb Hamilton with any questions and she will direct to the proper person/department.

With regard to the sale of Cherry Hill, it appears the sale will be delayed until June. As we get additional information, we will share it.

Carol said that if residents have a refrigerator with water and ice in the door and it requires a filter, we will be changing the filters once a year. Call Alan when the indicator light comes on and he will schedule the filter to be replaced.

There is now a sidewalk out to the shuffleboard court.

The butterfly event will be held on Friday, June 17th. We will have a picnic on the patio and then the butterfly release at 1:30 pm. After that we will play games. We have a Frisbee game, bocce ball and corn hole. It will be a nice event to gather residents and staff for the butterfly release. Carol said that we are ordering larvae and butterflies next week.

We have a new Assisted Living Manager, Deb Clements. She started a week ago and is in charge of Wellness and Assisted Living.

Carol said that since the Afternoon Exchange was late this month and she's traveling a lot, we are going to skip the June meeting and resume on July 5th.

Carol explained the Please Mention It (PMI) process. She said slips are available in the mailroom for residents to write compliments or concerns. She then reviewed the following PMI's that she received:

PMI's:

- Carole Edison's sister, Judy Carpenter, has some medical items and supplies available. If anyone is interested, they can call the front desk to get Judy's phone number.
- What happened to the duck eggs? They are gone. Carol responded that we are not really sure what happened to them, but she suspects it was some type of wild life that took them.
- Jim McMullen put in a PMI that no screens are necessary if a resident has a closed in porch. The screens can be stored in the HVAC closet or the resident's storage area.
- The weather stripping tape around a door is missing from an apartment in which a smoker lives, filling the hallway with a cigarette smoke odor. Carol said we will have it replaced.

Carol then opened the floor for questions.

Ron Trupp asked if Carol would review the smoking policy. Carol explained that as of January 1st, any new residents are not permitted to smoke on the campus or in their home. Any resident that moved in prior to January 1st can smoke in their residence. If they smoke outside, they must be at least 30 feet away from any structure. We have also asked them to keep their windows and doors closed when smoking inside so they don't create a vacuum whereby the smoke filters out into the hallway. Carol continued that effective June 1st, employees cannot smoke on the campus. Right now, employees can go to the gazebo by the loading dock to smoke, but that will be closed starting June 1st. If you're a resident in health care, employees should not smell of

smoke. Visitors are also not permitted to smoke. We will have signs posted throughout the community.

Fran Tobin asked if there is a filter in the refrigerators that have an ice maker. Carol clarified that only the upgraded refrigerators with the ice/water on the door will have their filters replaced once a year.

Lib Macnab asked if anyone was responsible for writing names on the Washington Post. Carol said that the newspaper distributor is responsible.

Rebecca Rogers suggested that since we've had some office shifts, it would be nice to have a number on the door so residents could locate them. Carol said that she will discuss the subject at the next Director's Meeting.

Bunny Guerrin said she's unclear on the transparent bags for apartment residents. Dean Hoover said there is no requirement if it goes directly to the dumpster. Nancy Krail added that there is a sign in the Recycle Room that instructs residents to use clear bags. Dean said that people put recycling by their door but if it's not in a clear bag, it's hard to determine if it's regular trash or recycle. Bunny said if it's a small bag, it doesn't need to be so thick. Someone suggested using the larger bag as a liner, but they are hard to find. The only place they're available is at Lowe's. Pat Bock said that for a small amount of items, what the Housekeepers use works well and the bag is very thin. Kathleen Dynan said that Ace Hardware has clear bags and Corrine Lehman showed the group what she bought at Food Lion. Pat Gehron asked what's the worst thing to happen if you foul up? It goes in with the regular trash! Grace Rork asked why residents can't break up cardboard boxes correctly? She said it makes it easier for others to get in if the whole box isn't tossed in.

Fran Tobin said she appreciates having the dumpster for yard waste, but it's up a little too high. Carol said that there should be a side door that residents can open, but it was learned that when a new dumpster was delivered, it didn't have that option. Carol said that she will ask Chuck to check on it.

Rebecca Rogers asked about the status of cleaning dryer vents. Carol said she will follow-up.

Bunny Guerrin said that the butterfly release and BBQ sounds like fun and she's looking for volunteers to help weed the garden. Carol said that Chuck has ordered supplies such as kneeling pads, etc.

Elsie Gould said that the automatic door openers at the main entrance are very erratic. Carol said we will have Maintenance check them.

Marge Trupp said that the drapes need to be fixed in the auditorium and the library. Carol will have someone fix them.

Nancy Krail asked if the change with sale of Cherry Hill will affect the purchase of the property. Carol said it will delay the purchase, but not cancel it.

Elsie Gould said that she had a senior moment at the CALRA Meeting and apologized to Frank and Kathleen Dynan, new residents in Cottage 7. The group welcomed them to Cadbury.

Tom Lord asked what is going to happen with the new property. Carol said that the plan right now is to keep it as a buffer. The strategic plan way down the road is to build on it. However, we do plan to construct a Maintenance Shed on it during this fiscal year.

Fran Tobin asked if there was any word on the proposed shopping center. Carol responded that there has been no word.

Dean Hoover said that the bees needed attention. He has rearranged the frame on both hives and spilled a few bees, but believes he has captured them. Call him if you see any and he will take care of recapturing them. He said there is a queen in both hives and brood in both. There is one frame with a lot of bees that should be hatching soon.

Rebecca Rogers said that she put in two PMI's right before the meeting and that Carol probably hasn't seen them yet. The first mentioned what a good job Charlie does. He fixed her dishwasher and he is very thorough. The second PMI said that since there is no sidewalk along the Cadbury Circle East parking lot along the sharp curve that walkers have to use the street. She asked that residents and employees be reminded to drive slowly around the curve. Carol said that she will send a note out to employees to remind them.

A resident said that a bench had been requested inside the doors at the front entrance but it hasn't happened yet. Carol said some things take time and will make sure it happens.

She thanked everyone for coming and the meeting was ended.

Barbara White, Recorder
5/20/16