

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

CALL TO ORDER: President Gil Kaufman called the meeting to order. All Directors were present except Lois Wills. A period of silence was observed.

MINUTES: The minutes of the October 9, 2017 Board of Directors' Meeting and the October 16, 2017 General Meeting were posted in the Mail Room and the Library. No additions or corrections were needed and they were filed.

CORRESPONDING SECRETARY'S REPORT: Binky Tompkins reported that she sent 7 cards.

TREASURER'S REPORT: Jim McMullen reported that the balance as of September 30, 2017 was \$7,810 including the Employee Appreciation Fund of \$1,939. The actual operating balance was 5,871. Income for October was \$1,168 and expenses were \$660 leaving a net amount of \$508. The balance as of October 31, 2017 was \$6,379 plus an Employee Appreciation carryover of \$32,188. The actual CALRA operating balance is \$38,567.

REPORT FROM EXECUTIVE DIRECTOR CAROL HOLZMAN AND DAVID WOODWARD MEETING: Gill reported that Springpoint is here and busy on many fronts. There will be a fee increase on January 1, 2018 and our Cadbury at Lewes Board of Directors will now have two resident members.

COMMITTEE REPORTS:

Activities: Carole Bishop reported that there is still a problem with people signing up to go on trips and then cancelling, sometimes leaving only one person to go. Please consider this before cancelling.

Activities for the rest of November are:

- Nov. 13 – Buttery
- Nov. 14 – Lefty's for lunch
- Nov. 15 – Wiley's near Smyrna, lunch at Meding's Seafood
- Nov. 17 – Cadbury's Holiday Craft Fair begins
- Nov. 18 – Coastal Concerts
- Nov. 21 – Miltonian Pizzeria and Wing House in Milton
- Nov. 23 – Thanksgiving dinner
- Nov. 25 – The Capital Ringers – hand bell concert - \$10
- Nov. 27 – Winter Wonderfest of Lights
- Nov. 28 – join the male assemblage for Jimmy's Grill
- Nov. 29 – Dover Downs and Mall
- Nov. 30 – Hospitality Night in Lewes – Bus leaves at 5 pm

The Activity Committee has two new members: George Maxey and Bill Dunn. Because of a mishap with ticket money, all money for trips will be submitted in a sealed envelope with the information on the outside. Another bus had been scheduled to take residents to see The Wonderfest of Lights" in December. Check the December calendar for coming events.

Communications: Sara Corbishley reported that on October 13th fifty-two people were photographed and permission slips have been put in their cubbies to choose whether or not to use the new picture.

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A newly-donated all-in-one printer/scanner and a large-screen tv have been installed on the craft-room computer. This will allow for group instruction. Improvements have been made to make the operation more user-friendly and improved instructions have been prepared.

Dining: Corinne Lehman reported that the Committee met on November 4th. Jeff Smith reported that the wait staff and kitchen staff are still shorthanded and so training and recruiting are continuing. Over the past week Dining Services' computer data was converted to the Springpoint IT System. Significant records, data, and menus were lost in the conversion. Efforts are in process to recover the lost data which covered approximately 1.5 months. Food deliveries are coming from two vendors—US Foods and Sysco. This should offer expanded choices for our menus. Jeff will prepare a summary schedule of the upcoming holiday food services and hours of service which will be put in residents' cubbies. New Years Eve festivities will be held in the Bistro from 7:30 to 9:30 and more tables and chairs will be added. Coffee mugs are disappearing. Please return any you may have left at home. CPR training will be conducted for the dining services staff. Also please note that the emergency pull cord in the dining area is located behind the hostess desk near the fireplace.

Employee Appreciation: Jim McMullen reported that to date, we have collected \$42,000 from 140 individuals for a participation rate of 72%. We have had five contributions of \$1,000 with another \$1,000 pledged. This year there is more participation and interest from AL and SC and their families as well as from families of residents who have left or died. A reminder was sent to non-contributors and the response was good. The cookie-goodie sign-up sheets are posted. The initial list of eligible employees reads 198—about the same as last year.

Gift Shop: Elsie Gould reported that the income for October, 2017 was \$408 and expenses were \$130. This leaves a net profit of \$278. The cumulative profit for the year is \$3,455. Donations are still needed. Remember that 100% of the profits go to the CALRA treasury to support its activities. Volunteers are still needed as are donations to be sold. Kevin Fleming's calendars are now for sale as are Christmas cards and they make fine gifts.

Library: Judy Burgess reported that the library is functioning well. It welcomes magazines but only recent ones. In the past, there have been trips scheduled to the Lewes Library but they were discontinued earlier this year. Please let the Library Co-chairs know if you would like to see these trips reinstated. The next meeting will be December 14th at 3 pm.

Nominating: Jane Lord reported that the Committee will present the following slate of nominees at the November 20th General Meeting:

Vice President (1 year*)	Bill Gehron
Corresponding Secretary	Binky Tompkins
Treasurer	Jim McMullen
Assistant Treasurer	Tom Reed
East Wing 2 nd Floor Representative	Adele Trout
West Wing 1 st Floor Representative (1 year*)	Nancy Krail
West Wing 2 nd Floor Representative	Pat Cummings
Cottage Representative	Elsie Gould

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Assisted Living Representative

Dick Kauffman

(*one-year terms bring elected offices in line with revised Bylaws)

Program: Rich Woolley reported that the monthly 7 pm programs will be:

November 21 – “An evening with photographer Kevin Fleming

December 17 - Cadbury Chorus' Christmas Concert at 7 pm.

December 19 – “Voices of Praise Gospel Choir” by Rich Woolley

January 16 – “The Kremlin and Palaces of Russia” by Gil Kaufman

February 20 – Marcus Salavarria, “Making Chocolate in the 18th Century” (in period costume)

Wellness: Sharon Hoover reported that the next Wellness meeting will be Tuesday, November 28th at 3:30 in the Quiet Room. Judy Bishop, Director of Wellness, and Ruthanne Jacobs, Director of Nursing, will meet with the Committee. Springpoint health care personnel have met with Cadbury staff to determine ways of coordinating. For the past few months Cadbury's wellness management structure has been in a process of revision. Responsibilities appear to be working themselves out now so that expectations of staff are more clear, leading, we hope, to greater efficiency and orderliness in the workings of health care at Cadbury. For the next two months Cadbury, as a matter of standard procedure, will be undergoing annual inspections by the state of Delaware and by the U.S. Offices of Medicare and Medicaid. These generally take eight days with a report and then the facility must respond to any difficulties noted promptly with a plan of correction. It has been noted that the office that does these inspections has been tasked with increased regulations and a decreased budget. Medical staff here and elsewhere have been feeling the crunch of increased paperwork. This may work itself out somewhat over time.

Wood Shop: Ron Trupp reported that the current balance in the Woodshop is \$9.94. There has been one request from a residents for a repair. Several members of the Committee have been making things for their personal use. Dean is continuing to make items for sale in the new Brush Factory on Kings Highway. The Shop is doing an inventory of needs for tools for 2018 and will be purchasing them soon. The budget will not be exceeded.

AREA REPORTS:

West Wing, 2nd floor – Pat Cummings reported that there are no new move-ins

West Wing, 1st floor – Nancy Krail reported that there are no new move-ins

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

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

Cottages – Frances Mason reported that there are no new move-ins

Assisted Living – Dick Kauffman reported that there are 7 residents in Safe Harbor and 34 in AL

WORKING GROUP REPORTS: The Financial Working Group is planning to meet with David Woodward and will have a report to our Board afterward. This might require a special meeting.

NEW BUSINESS: Gil noted that the work underway on tax reform in Washington may lead to the loss of our ability to deduct medical expenses for those who itemize deductions. The House of Representatives version of the bill eliminates that deduction, while the Senate version may reinstate it. You are encouraged to contact

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your congressional representatives to let them know how you feel about this. Dick Kauffman called our attention to Michelle Singletary's article in the November 10th Washington Post on this subject.

ADJOURNMENT: The meeting was adjourned at 4:30 pm.

Respectfully submitted,

Kathy Holstrom, Secretary