

MINUTES
CADBURY AT LEWES RESIDENTS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
Monday, December 11, 2017; 3:30 pm in the Welcome Room

CALL TO ORDER: President Gil Kaufman called the meeting to order welcoming us to "The Moorings at Lewes." All directors were present except Bill Gehron and Rich Woolley. A moment of silence was observed. Jack Chapin attended as a reporter for the Financial Working Group and Rebecca Rogers attended as a substitute for Rich Woolley.

MINUTES: The minutes of the November 13, 2017 Board of Directors' Meeting and the November 20, 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 October 31, 2017 was \$38,567 including the Employee Appreciation Fund of \$32,188. The actual operating balance was \$6,379. Income for November was \$480 and expenses were \$835 leaving a net amount of (\$355). The balance as of November 30, 2017 was \$6,024 plus an Employee Appreciation carryover of \$52,708. The actual CALRA operating balance is \$58,732. Jim also distributed a copy of the 2018 budget.

REPORT FROM EXECUTIVE DIRECTOR CAROL HOLZMAN AND DAVID WOODWARD MEETING: Gil Kaufman reported that the first meeting of the new Cadbury-Lewes Board of Directors was held on November 27, 2017. There are four Springpoint Executives and two Cadbury residents on the Board. A summary of the meeting was handed out today and will be given to all residents tomorrow. It was made clear that there will be total transparency in all proceedings and actions from now on. The need for the name change was described and the action was approved. The fee increase was not appreciated but was reduced to 2.25% recognizing the overlap. Springpoint is proceeding with upgrades to our CCRC.

COMMITTEE REPORTS:

Activities: Carole Bishop reported that there is now an agreement with Clear Space and Possum Point Players to give us advanced hold on tickets so we will not be left out. Activities for the rest of December are:

- Dec. 11 – Dinner at 1776
- Dec. 12 - Cadbury's "Lights of Love"
- Dec. 15 – Happy Hour with George Maxey sharing songs and sing-a-long
- Dec. 16 – busses to Winter Wonderfest of Lights
- Dec. 17 – 7 pm – Cadbury Chorus' Christmas Concert
- Dec. 19 – The Milton School Chorus will entertain in the auditorium at 10 am
- Dec. 19 – Lunch at the Pig and Publican
- Dec. 19 – "Voices of Praise" program at 7 pm
- Dec. 20 – bus trip to Winterthur Estate to see Christmas Decorations - \$18
- Dec. 22 – Rehoboth Concert Band at Cape High School
- Dec. 24 – Christmas Eve Diner
- Dec. 25 – Bistro carols with Nancy Krail
- Dec. 26 – Men's lunch at Big Oyster House
- Dec. 31 – New Year's Eve—music by Baytones at 7:30 – ball drop at 9

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By-Laws: Jane Lord was given the responsibility to study the name change as it pertains to CALRA in the By-laws.

Communications: Sara Corbishley reported that the Committee discussed ways to improve communication between Cadbury staff and CALRA members pertaining to the moving of residents. This includes new residents moving in, those moving between units, and those leaving for reasons other than death. This is needed to keep the resident data base current and for the newsletter.

Employee Appreciation: Jim McMullen reported that our final fund amount was \$53,068—almost \$5,000 more than last year. For the employees this meant \$.30 per hour vs \$.25 last year—a 20% increase. Almost everyone in IL contributed and more residents in AL did than last year. Importantly, residents gave a lot more than last year, ignoring the suggested amount with some giving \$300, \$500, and \$1,000 instead. Due to the inclusion of two new employees we overspent the fund by \$602. This will be cured next year. Jim announced that he will be retiring from this responsibility and was thanked for the wonderful job he has done.

Gift Shop: Elsie Gould reported that the income for November, 2017 was \$480 and expenses were \$102. This leaves a net profit of \$378. The cumulative profit for the year thus far is \$3,832. 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 items are still for sale as are Christmas cards and they make fine gifts.

Library: Judy Burgess reported that the library recently received a collection of very special art books. The Committee decided that they would not get the attention they deserve and, since they were in pristine condition, they were taken to Biblio, a used book store on Second Street in Lewes. The library usually receives credit for books taken there which allows us to buy books from them to add to our large print collection. 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 December 18th General Meeting, at which time nominations from the floor will be accepted:

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
Assisted Living Representative	Dick Kauffman
(*one-year terms bring elected offices in line with revised Bylaws)	

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

December 7 – Music Appreciation in the auditorium at 2 pm

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

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

January 16, 2018 – “The Kremlin and Palaces of Russia” by Gil Kaufman

February 20, 2018 – Marcus Salavarria, “Making Chocolate in the 18th Century” (in period costume)

Wellness: Sharon Hoover reported that the Committee met with Ruthanne Jacobs, director of nursing, and Judy Bishop, director of assisted living and wellness at Cadbury. Some of the points covered were:

The transition with Springpoint which is going well. Ruthanne especially appreciates introductions to new programs and a secure line to consult with other health professionals in the system.

Currently Cadbury at Lewes is having regular inspections by Medicare and Delaware.

A major concern of the last months has been staffing. There have been numerous turnovers; however, the directors feel they are recruiting effectively, emphasizing the small number of beds, private rooms for patients, "patient-centered care." and seeking attitudes needed rather than skills (the staff can teach skills, not attitudes such as friendliness, reliability, cooperativeness, etc.). They admitted that CNAs are the most difficult to recruit and retain and emphasized that CNAs are licensed through 150 hours of schooling and then given 80 hours of supervision on the floor when they are hired.

They described new programs in which they are involved, specifically working in teams and adding a program called "connections" designed to engage each patient in the memory care unit at his or her level as they progress through the stages of memory and physical loss.

They also expressed gratefulness for improvements such as a Hoyer lift for each hall, several lift-chairs, another activities person, extension of the staff educators' job, and an additional nurse and another CNA.

Judy Bishop reminded the group that independent residents, as needed determined by the resident and the medical staff, and their family may be served in their apartments with such services as showers given by a CNA, medications dispensed from a locked "med" box, and companions for a sliding number of hours. These services require fees. The need and service is worked out with the resident and staff. She added that when independent residents see another resident possibly needing greater assistance, they should report that concern to Laurie Weeks, independent resident liaison. Laurie meets with the medical staff on a regular basis. Also, Laurie assured Sharon Hoover after the meeting that, although her learning curve has been brisk, she is getting to know each resident and is pleased that each resident seems to be on Cadbury's internal radar.

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. Items made by the Shop are on display in the hallway for the Annual Craft Fair.

AREA REPORTS:

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

West Wing, 1st floor – Nancy Krail reported that Jeanette Lee has moved into apartment 108

East Wing, 1st floor – Bunny Guerrin reported that Sandy Spence has moved into apartment 127

East Wing, 2nd floor – Lois Wills reported that Bill and Herta Spieker have moved into apartment 234 and Vicki Rymer has moved into apartment 225

Cottages – Elsie Gould reported that there are no new move-ins

Assisted Living – Dick Kauffman reported that there are 7 residents in Safe Harbor and 35 in AL

FINANCIAL WORKING GROUP REPORT: Jack Chapin reported that the committee has been in effect for some time but with the advent of Springpoint, it has become more formalized and focused. The mission statement in representing all Stakeholder residents is as follows:

Our objectives are to understand and communicate our interests and concerns to CAL/Springpoint management relative to financial considerations and practices primarily affecting CAL independent living.

The committee is made up of CAL independent residents from both cottages and apartments. We have expanded the members of our committee which now include a CPA, a Certified Management Consultant, a Forensic Economist, several who served on CCRC BODs, Home Owners' Association BODs, Condominium Association BODs, corporate CFOs senior partners (retired) of a Big Four Firm, one elected town official, and one who served as a government agency controller.

The members are: Joe Boyle, Jack Chapin, Curt Christensen, Bill Gehron, Gil Kaufman, Jane Lord, Jim McMullen, Tom Reed, and Don Zeigler.

Our initial list of issues covered:

1. Questioning if NJ laws apply to CAL since Springpoint's HQ is there.
2. Learning the basis and starting date of fees CAL pays to Springpoint.
3. Raising the need for an immediate/overdue CAL Capital Reserve Study.
4. Recommending recognition of part of our initial entrance fee to be tax deductible under Section 213 of the IRS Code.
5. Recommending a limit on the delay of a refund due when a unit has not sold.
6. Recommending the possibility of a couple's dining plan being based on combined usage, that is, \$300 per couple rather than \$150 each.
7. Recommending consideration of possible means of recovering funds lost by the forgiveness of CAL loans made to Cadbury Senior Services.

Our Financial Working Group discussed the above issues in detail with David Woodward, Springpoint's CFO, (by conference call connection) and Carol Holzman on December 5, 2017. We will advise you regarding the results of our efforts when responses to our specific queries are complete. As of now, we can report the following three of the seven:

1. NJ laws will not apply to CAL.
3. A Capital Reserve Study will be commissioned in 2018.

5. Appropriate refunds will continue to be made in accordance with the existing CAL contract language. David added that he anticipates that Springpoint's impact on CAL marketing will have a positive affect on this concern.

We have replied to Springpoint additional thoughts and comments regarding the remaining four issues and will report the results to you when they are complete.

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

Respectfully submitted,

Kathy Holstrom, Secretary