

**CADBURY AT LEWES
AFTERNOON EXCHANGE
January 7, 2014**

Carol Holzman, Executive Director, opened the meeting by welcoming everyone and thanking them for coming to the meeting.

She said she was happy to offer bus transportation to the meeting today because of the bitter cold. She said we won't do it for all Afternoon Exchanges but in extreme weather conditions, we'll make every effort.

She turned the microphone over to Chuck Rendulic, Director of Support Services. Chuck said that due to the cold weather, all cottage residents were called in the morning to make sure their heaters were working. He said that the heat pumps don't work well in temperatures this low. He said it's best to switch the units to the emergency heat setting. If anyone experiences any problems, please call. He added that there is a company on call through the night.

Chuck then reviewed work orders for November. He said that out of 166 orders received all but 2 were completed. One was a porch issue and one was a garage door frame to be replaced.

He said Michael Marcinek's last day at Cadbury was on Friday and we will all miss him dearly. Alan Kapner is taking over the position and started today. Alan was previously the night security guard on weekends. He's been with us for two years now and knows his way around. Chuck is confident he'll do a good job.

We recently changed exterminator companies. The residents should not see any changes. Residents should continue to report any issues and the service rep will be here every Monday. Chuck said he was able to re-bid the contract and save us a considerable amount of money. They will provide more programs to be proactive such as a full building spray in the Spring that will help with spiders and ants. They also have a fly program that they'll do in May. He signed only a one year contract to see how they do. The company is APM (Advanced Pest Management). Bunny Guerrin asked if residents could be notified prior to outside treatments taking place. Chuck said that just as we do for grass treatments, we will let residents know.

Chuck said that the floor tile in the pool is slippery but we found a treatment to use on it which includes a granular substance to help prevent slipping. The heat in that room has been too much to apply the second treatment so the pool will be closed 3 days next week for the work to be completed. John Folta asked if the stain had been removed and Chuck said that it had been.

Maintenance is working to get the hallways repainted during the winter.

Jim McMullen asked what the problem was with the hot water that required it to be shut off. Chuck advised that there was a leak in one of the 2-inch main water lines that was leaking and needed to have fixed. It was shut down and the whole line was drained. Residents may say a little less pressure at first, but if there are any issues as a result, please give him a call.

Mildred Wiedmann asked if the area behind the book return baskets in the library could be painted. Chuck said he will have it taken care of.

John Folta said that the Maintenance crew did a great job during the last snow storm, but the resident parking of the East Wing rear area needed attention. Some cleaning had been done but it was not finished and was dangerous. Chuck said that with the winds and the drifting it was a non-winning battle. He said he will try and make sure there are no icy spots. He also said that the crews were out all day Friday and again on Saturday morning. Jim McMullen said that he had the same problem and that there was no grip to help you walk. He suggested using sand or kitty litter. Chuck told the residents to report it to him or the front desk as soon as they see it. He said they will try and do a better job next time.

The microphone was handed back over to Carol. She reminded residents that Monday, January 20th is a holiday for employees.

Carol said she received an email from Bob Hein reporting that one of the Wii consoles was missing. If anyone knows anything about it, please let her, Bob or Barb White know. As a result of the incident, a lock has been placed on the box housing the consoles.

She said that all the directors are busy working on the budget. She has submitted projected revenues for the fiscal year 4/1/14 – 3/31/15 and staff are now working on expenses. She has a meeting with the Resident Budget Committee on Thursday, so residents should contact Adele if they have any information to review.

Carol said that there was a situation over the holiday weekend where a security guard went into the pool area and there were about 20 grandchildren in the pool and it was very loud. She said she doesn't believe any residents were there. She said that this is the resident's home and expects any visitors to behave as they would behave in a guest's home.

Carol provided an update on the land. We are waiting for the zoning to happen first.

Carol said that Lynette came to her to say that there was some confusion between the Employee Appreciation Fund and the Resident Reserve Fund. She explained that the Resident Reserve Fund is managed by the Foundation and is available to help those residents that may run out of money. The Employee Appreciation Fund is money collected from the residents by residents once a year which is given to the non-salaried employees at the end of the year.

Two weeks ago a scooter was parked outside Paula's office. Someone going on a bus trip saw it and then parked their scooter there. Another resident with a walker came up and parked their walker there. Then one more person with a walker came and parked their walker there, so there were two scooter and two walkers parked when a prospect walked in. That was the first thing they saw. Carol asked residents to please park assistive devices in the area by the internal mailboxes.

Ruth Pryor, one of our Social Workers, would like to know if residents are interested in an Alzheimer's Support Group. The Care Givers Support Group was disbanded for lack of attendance.

Ruth is very knowledgeable and would be able to schedule something once a month on a Monday or Tuesday. If anyone is interested, please contact Carol.

Chuck Peterson helped many residents with taxes over the last 4-5 years. He will no longer be coming to Cadbury, but residents can go to one of four locations to have them done. Carol will post the information in the mailroom.

Carol said that the census today in IL is 115/130 or an occupancy of 88%. We expect 3 move-ins between now and the end of the fiscal year. The census is AL is 44/45 for a 99% occupancy and the census is Healthcare is 37/40 or 93% occupancy.

In reviewing the calendar, there are lots of lunches and dinners scheduled. On January 22, there is lunch and a movie. The Activity Committee has scheduled Happy Hour for every Friday in January.

Carol then reviewed some PMI's:

- On January 4th at 5:15 pm, the Dining Room was pretty empty and the staff in the Bistro told him they were out of veal parmesan. Carol said that the selection was matched against liver and onions and the veal was much more popular than we expected.
- Snow removal at the rear of the East Wing. Carol said we will look at the area next time. Please be our eyes and let us know if something needs attention.
- Water leakage – this involved a specific resident and their porch and Maintenance is tending to it. If you experience any issues, give Alan a call at X6388 and we'll come and assess the situation.
- Cottage driveways were plowed but the occupants are away. Carol said it may seem like a waste of time and manpower, but if we left it sit and re-freeze it would be harder to remove. The crew has no knowledge of who may be away and Marketing may need to show the empty cottages. We must plow in order to keep everyone safe.

Carol then opened the meeting up for questions. Elaine Showers asked if we could provide bus service to funerals. Carol said she is torn with it as we can't do for one and then not another. It's something we may think about in the future, but she's not ready to commit to it at this time.

Lynn Brantley said that with the upcoming tax season, last year residents received a letter regarding how much of the monthly fee may be tax deductible. She wanted to know if we are sending out a similar letter and how much the deduction may be. Gil Kaufman said he already spoke to Arnie Weiner, our CFO, about it and we should expect a letter to come out near the end of January.

Carol thanked everyone for coming and the meeting was ended.

Barbara White, Recorder, 1/10/14