

MINUTES  
CADBURY AT LEWES RESIDENTS' ASSOCIATION  
BOARD OF DIRECTORS' MEETING  
Monday, December 9, 2013; 10:00 am in the Welcome Room

Prior to the meeting, Doug Trout presented the CALRA Board with a bag that was handmade by Ruth Barnett to hold the inscribed gavel and wood block which will be passed from President to President in the coming years. Ruth was thanked for her gift. Also, Jim McMullen, Elsie Gould, and Alan Ward were introduced as new members as of January 2014.

President Adele Hudson Trout called the meeting to order. A moment of silence was observed. All directors were present except Liz Haygreen...

COMMITTEE REPORTS:

Activities: Don Burgess reminded us of the five musical events of November and December: January's events can be seen on the new calendar.

1. Piano music by David Zipse on Nov. 12<sup>th</sup>.
2. The "Swing Notables" on Dec. 4<sup>th</sup>.
3. The Mid-Atlantic Symphony Orchestra held its Christmas Concert at Cape Henlopen High School on December 7<sup>th</sup> at 7:30. Fifty Cadbury residents took advantage of the reduced rates given to us.

Also, Lucienne Wolfe arranged for a group of about six musicians to perform in our Auditorium between 4 and 5 pm on December 7<sup>th</sup> at no cost to Cadbury residents.

4. The Cadbury Chorus will present its Christmas Concert on December 10<sup>th</sup> in the auditorium at 7:30 pm.
5. Dec. 13<sup>th</sup> at 3 pm the "Singers of Note" will perform in the auditorium followed at 4 pm by an upscale Happy Hour in the Bistro. They are an AARP group from Ocean View, DE, and are here in connection with a Marketing event.

By Laws: Curt Christensen reported that his Committee has already met and found no major changes to be made. Please contact him if there is a concern.

Dining: Bill Peterson reported that Gil Kaufman and Sharon Britton have resigned from the Committee and Alan Ward will be the new Chairperson.

- Jeff Smith and his entire staff was congratulated on the magnificent Thanksgiving Dinner.
- Jeff reported that the comment cards (24) rated overall satisfaction of 4.18 on a scale of 1 to 5.
- It was re-emphasized that the cards are very important. Server comments are needed (the servers do not see the comment cards.)
- Jeff presented 23 new or returned items to menus and residents are invited to submit suggestions until the end of December. New menus will be out by the end of January.
- It was suggested that larger dinner plates be used for special dinners.
- Upgrade will be available only on Dec. 26, 27, and 28.
- A new computer program is being considered that will include dietary information. It is very expensive and will impact the budget.
- The suggestion was made to try to have a special table for residents without family in the area during festive dinners. CALRA will be asked to help with this.

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Employee Appreciation: Ron Trupp reported that the event will end December 11. Residents have contributed \$44,586.

- Employee checks will be distributed December 11 in the bistro from 1 to 5 pm and all are invited to attend.
- We have received a preliminary list of employees for 2013 and we have 11 more than last year and 8 more residents.
- Residents will be providing baked goods for refreshments—some sugar-free, too.
- Thank you letters will be placed in all residents' cubby hole mail slots on December 16<sup>th</sup> and thank you notes will be mailed to those who contributed via power of attorney.

Gift Shop: Ruth and Gil Kaufman are the new co-chairs of this Committee. Gil reported that the income for November, 2013 was \$484 and expenses were \$103. The net profit was \$381. The total net profit for the year is \$2,842.

Library: Mildred Wiedmann reported that the "Mystery" books have been put back into the "Fiction" category.

Newsletter: Adele for Pat O'Hanlon reported that the next issue will be in February and she is requesting articles.

Nominating: Doug Trout reported that the CALRA By Laws direct that one-half of CALRA Board Officers and one-half of Area Representatives shall be elected at the Annual (December) General Meeting each year to provide staggered two-year terms and continuity of Board service. Board Committee Chairs are appointed by the President of CALRA.

Accordingly, the Nominating Committee presents the following slate of Nominees for consideration:

- Vice President – Jane Lord to serve another term
- Assistant Treasurer – Jim McMullen
- Corresponding Secretary – Binky Tompkins to serve another term
- Area Representative, 2<sup>nd</sup> floor, East Wing – Lois Wills to serve another term
- Area Representative, 2<sup>nd</sup> floor, West Wing – Ruth Olsen to serve another term
- Area Representative, Cottages – Elsie Gould

Nominations from the floor will be accepted only if the proposed candidate has agreed to serve.

Program: Nancy Krail reported the following short programs:

- December 16<sup>th</sup> – Frank Meredith, Osher Lifelong Learning.
- January 20<sup>th</sup> – Gary Wray, Fort Miles Historic Association

The long programs will be as follows at 7:30 pm

- December 10<sup>th</sup> – Cadbury Chorus Christmas Program.
- January 21<sup>st</sup> – Pilots of the Bay and River Delaware, by Dick Buckaloo.

Woodworking: Ron Trupp reported that there is a balance of \$9.83 in the Woodshop budget.

- We are still helping organize the shop and improve its appearance, as encouraged by Gary Showers.
- A new cabinet is being used to safely house paints, solvents, and flammables.
- The old cabinet is being used to store power tools and other small equipment.
- Many of our projects are on display in the hallways, some of which are for sale.

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MINUTES: The minutes of the November 11, 2013 Board of Directors' Meeting and the November 18, 2013 General Meeting were accepted as distributed and will be posted in the mail room.

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

TREASURER'S REPORT: Gil Kaufman reported that the balance as of November 11, 2013 was \$40,516.. Since then, income was \$13,014 and expenses were \$1,426, leaving a balance of \$52,104. Of that, the Employee Appreciation amount is \$44,852, so the actual balance as of December 9, 2013 is \$7,252.

Curt Christenson moved that "the Treasurer begin reporting the financial status of CALRA on a calendar month basis starting January 1, 2014." The motion was seconded and approved unanimously.

Gil Kaufman reported that Cadbury has made an offer to purchase 5 acres of the land that is for sale and the offer has been accepted pending zoning changes that need to be made. He distributed two "site plans" showing where the new property will be.

#### WING AND COTTAGE REPORTS:

- West Wing, 1<sup>st</sup> floor – Karen Consolini reported that new residents will be moving into #121.
- Cottages – Don Wiedmann reported that Joe Boyle and Jane Hood have moved into Cottage 32.

NEW BUSINESS: Adele Trout reported that during Happy Hour no chairs are to be moved or added to the existing tables. Curt Christensen offered to speak to Lynette about this. Perhaps Cadbury employees could put things back, if moved.

Adele also reported that she sent everyone in management and on the Board an e-mail regarding the responsibilities of management dealing with the protocol to follow for auditorium arrangements when seating is needed, for the sound system, and for other-than-ordinary dining expenses. A written protocol is needed. Jane and Adele will collaborate on a memo describing these same concerns to be sent to Senior Directors. Board Members Alan Ward, Jane Lord, Gil Kaufman, Curt Christensen, and Doug Trout were asked to meet with Carol to address the above issues.

Adele requested that each Area Representative take a poll of how many residents will be without family this Christmas in order to plan a table for them during the lunch and carol-singing time on Christmas Day.

Ruth Folta requested that CALRA send 50% of its existing funds to the Phillippines to help the recovery efforts. This request was denied, as it would set a precedent for other fund-raisers. CALRA funds are already designated for special purposes in the By Laws. It was decided that she could ask the residents at the General Meeting on December 16<sup>th</sup> if they want to contribute on an individual basis and, if so, give them several addresses to which to send their donations.

ADJOURNMENT: Binky Tompkins moved that: "The meeting be adjourned at 11:50 am." The motion was seconded and approved unanimously.

Respectfully submitted,

Kathy Holstrom, Secretary