

MINUTES
CADBURY AT LEWES RESIDENTS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
Monday, August 12, 2013; 10:00 am in the Welcome Room

President Adele Hudson Trout called the meeting to order. A moment of silence was observed. All directors except Lois Wills and Ruth Olsen were present.

COMMITTEE REPORTS:

Activities: Don Burgess reported that residents are signing up for trips and then not showing up to go without cancelling. This is causing the cancellation of some trips which is very upsetting to those who do show up (a trip must be cancelled if fewer than 5 people show up). The Committee is working on a possible solution to this problem. Jane Lord moved that: "A letter be sent to all residents explaining the problem of not cancelling a trip sign-up." The motion was seconded and passed unanimously. It was later decided to wait one more month before enacting this motion.

The following trips are scheduled for the rest of August:

- Aug. 13th – shopping at Bon Worth,
- Aug. 13th – dinner at Bon Appetite,
- Aug. 14th – Smith Island cruise and lunch,
- Aug. 16th – ice cream delivered from Hopkins Dairy Farm,
- Aug. 17th – Rehoboth Art League outdoor show,
- Aug. 19th – dinner at Fisherman's Wharf,
- Aug. 20th – men's lunch at the Rookery,
- Aug. 21st – sunset cruise from Lewes,
- Aug. 23rd – Gallery of Art with Kevin Fleming,
- Aug. 27th – lunch at Gilligan's,
- Aug. 28th – Dover Downs And Shopping Mall,
- Aug. 30th – Happy Hour.

Dining: Bill Peterson reported that:

- Starting in August the Bistro will accept take-out orders from the Upgrade menu only on Mondays and Tuesdays.
- Poor service is a result of loss of personnel. More servers will be leaving. New ones must be trained which takes a week, so patience is requested.
- Comment cards will be tallied for Committee member beginning in September.
- All phone orders must be received by 4 pm.
- There have been favorable reactions to increased vegetarian items. Maybe an entrée of 4 vegetable choices will be made available.
- A request for 12- or 16-oz glasses for iced tea is being studied.

Gift Shop: Jack Sparks reported that the income for June, 2013 was \$295 and expenses were \$38. The net profit as of July 10, 2013 was \$241. The income for July, 2013 was \$315 and expenses were \$38. The net profit as of August 12, 2013 is \$277. The total net profit for the year is \$1,624.

Newsletter: Pat O'Hanlon reported that the next edition will be out in November. Please have articles in to her by November 1st.

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Program: Nancy Krail reported the following short programs: (An investigative committee interfacing with the administration is working on auditory problems.)

- September 16th – Wells Scheller, Merrill Lynch, papers you need for your family.
- October 21st – Becky Carney's trip to Oklahoma (if approved by Carol Holzman).
- November 18th – Volunteer Opportunities at Cadbury by Gil Kaufman.

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

- August 19-22nd - Movie Talkathon: 3 Alec Guinness comedies plus a discussion on the 22nd
- September 17th – An Introduction to Quakerism.
- September 24th – Single Stream Recycling, Fenna Mandalang.
- October 15th – The Flag Man.
- November 19th – Overfalls Lightship.

Nominating: Doug Trout reported that the Committee has met and is verifying who might be willing to serve another term in the following offices who were elected in 2011.

- Vice President
- Assistant Treasurer
- Corresponding Secretary
- One Representative to the Cottages
- One Representative to the East Wing
- One Representative to the West Wing.
- One Representative to the Health Center.

Nominations will be needed for those officers who will not be returning for another term. The Committee will report its progress.

CAL Board of Directors' Meeting: Gil Kaufman reported that

- As of July 11, 2013 occupancy of CAL was slightly below the target of 90% but during the next two months, six move-ins are scheduled. We must stay at + - 90% for six months in order to qualify for added services.
- Health Care has regained its five-star status after losing it for a couple of months.
- The recent additions of Yvonne Weeks as Assisted Living Manager and Rich Vaughn as Executive Chef were noted.
- Expenses through April at CAL exceeded income by about \$200K; this is largely because income was below budget due to the change in proposed rate increases for couples which was successfully defeated. This deficiency is expected to be made up in succeeding months.
- The start-up of Cadbury at Home in Sussex County was discussed. So far, efforts have been focused primarily on marketing the new service which will continue through the end of this year. This new activity is expected to benefit CAL through increased visibility of our capabilities and services and it may provide an avenue for more CAL residents.

Employee Appreciation: Ron Trupp reported that:

- The Committee has met and the suggested resident contribution will remain at \$5 per week for each week of residency in 2013.
- The letter announcing the campaign will be distributed September 27th. This letter will also serve as an introduction to the program for six months for new residents who will be called before they receive the letter for a brief explanation.

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- Donation collection boxes will be placed in the Independent and Health Care mail box areas on September 27th.
- Monthly campaign reports to CALRA will begin in September.
- There will be an article on the campaign in the November newsletter and a reminder note will be placed in each resident's cubby hole mail box on November 10th.
- The campaign will end November 29th.
- Employee checks will be distributed December 11 in the bistro.
- Residents are requested to provide baked goods for refreshments—some sugar-free, too.
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Woodworking: Ron Trupp reported that there is a balance of \$6.49 in the Woodshop budget. An inspection of the woodshop was held by Cadbury's insurance personnel and a number of violations were noted. Many of the problems identified have been corrected. The cleanliness of the shop (a major problem) and wood storage have not yet been completely resolved.

MINUTES: The minutes of the June 10, 2013 Board of Directors' Meeting and the June 17, 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 June 10, 2013 was \$8,238. Since then income was \$559 and expenses were \$1,843, leaving a balance of \$6,955. Of that, the Employee Appreciation Carryover is \$317, so the actual balance as of August 12, 2013 is \$6,638.

ASSISTANT TREASURER'S REPORT: Diantha Pack reported that \$2,243 have been donated for CALRA by 103 residents.

WING AND COTTAGE REPORTS: Adele Trout reported that the representatives from both wings and the cottages, plus Kathy Holstrom and Lois Nickerson, have met twice. Once to report what the representatives have been doing to welcome new residents and once with marketing to hear what they are doing to welcome new residents. Both meetings were helpful. Adele supplied the representatives with refrigerator magnets with their names and phone numbers as well as important other numbers to be called at CAL. They are to give the magnets to their respective residents.

- Cottages – Don Wiedmann reported that Edie Hogan is moving out of Cottage 25.
- East Wing, 1st floor – Liz Haygreen reported that Bunny Guerrin has moved into apartment 131.

NEW BUSINESS: It is time to purchase pavers for the Commemorative Walkway. The Foundation has requested that a sign be placed above the display case explaining what it is and how it works.

ADJOURNMENT: Diantha Pack moved that: "The meeting be adjourned at 11:30 am." The motion was seconded and approved unanimously.

Respectfully submitted,

Kathy Holstrom, Secretary