

MINUTES
CADBURY AT LEWES RESIDENTS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
Monday, September 10, 2012; 10:00 am in the Welcome Room

Following the Prologue, President Doug Trout called the meeting to order. All directors were present except Binky Tompkins and Ruth Olsen. A moment of silence was observed.

COMMITTEE REPORTS:

Activities: Don Burgess reported that the following activities were enjoyed last month:

- An Ice cream social with the four Elaines with entertainment by Herb and Don (who have agreed to be our entertainment for New Year's Eve)
- Cape Water Taxi trip to Dewey Beach and back (another is scheduled for September 12th)
- Trip to see "Cabaret" at the Clear Space Theatre Company
- Men's lunch at Panera
- A trip on the water taxi is possible in the future to go to Milton
- A supplementary activities handout will be handed out in addition to the regular calendar
- A Blue Ray DVD player will be installed in the auditorium.
- Gil Kaufman moved that: "Don Burgess be given a pre-paid cash credit card to be used for activities in the amount of \$500." The motion was seconded and passed unanimously.

By Laws: Barbara Cleaveland reported that the next meeting will be held September 17th following the CALRA General Meeting.

Dining: Bill Peterson reported that:

- Labor Day served 113 people
- There will be Oktoberfest and Halloween special dinners with no upgraded cost
- Catering business has been active which means money available over and above budget
- Written comments on comment cards are important to staff
- Menus are created under the authority of state and/or federal official reviews because we are a Medicare certified facility

Employee Appreciation: Ron Trupp reported that, for the coming campaign, the suggested resident contribution will remain at \$5 per week for each week of residency. The letter announcing the campaign will be distributed September 28th.

- Donation collection boxes will be placed in the Independent Living and Health Care mail box areas on September 28th.
- Monthly campaign reports to CALRA will begin September 17th.
- The campaign will end November 30th.
- Employee checks will be distributed December 12th in the Bistro and residents will be asked to provide baked goods for refreshments.

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Gift Shop: Jack Sparks reported that the total profit for the year 2012 is \$2,172. The income for August, 2012 was \$366 and expenses were \$291.

- A donation of \$40 was given to the Gift Shop in the name of Maude Lofgren. A thank-you note will be sent to the donor.

Library: Mildred Wiedmann reported that many books were read over the summer.

Newsletter: Pat O'Hanlon reported that the next edition will be out in November.

Nominating: Barbara Cleaveland reported that the Committee will meet after today's meeting.

Program: Nancy Krail reported the following short program:

- September 17th – Ann Murray, Sundance Physical Therapy.
- October 15th – Dr. Mary Anne Gaskin, audiologist
- November 19th – Christmas in Lewes, Betsy Reamer, Lewes Chamber of Commerce
- December 17 – Christmas Decorations by Jeane Wampler

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

- September 18th – Russ McCabe, Delaware's Heritage Trail.
- October 16th – Sharyn Shantel, Art Therapy
- November 20th – Michael DiPaolo, The War of 1812
- December 18th – The Handbell Choir from Epworth Methodist Church

Woodworking: Ron Trupp reported that there is a balance of \$395 in the Woodshop budget.

- A variety of items are being made to sell at the November Foundation Event.
- The wood shop has been thoroughly cleaned.

MINUTES: The minutes of August 13, 2012 Board of Directors' Meeting were accepted as posted.

CORRESPONDING SECRETARY'S REPORT: Binky Tompkins reported that she has sent six cards and made two hospital visits..

TREASURER'S REPORT: Diantha Pack reported that August's income was \$291 and expenses were \$61, leaving a balance as of September 10, 2012 of \$8,842. Of that balance, \$2,144 is Employee Appreciation carryover, giving us an actual balance of \$6,699.

ASSISTANT TREASURER'S REPORT: Gil Kaufman reported that as of September 10, 2012, residents have contributed \$1,782 to CALRA.

VICE PRESIDENT 'S REPORT: Adele Hudson reported that this month's Unsung Hero will be announced at the General Meeting on September 17th.

Cadbury at Lewes Resident Life Report: Bill Peterson reported that:

- New residents to move in are Emily Austin into Cottage 20, Liz Haygreen into Apartment 134, Lynn Brantley and Gene Brake into Apartment 208, the Tobins into Cottage 21, Patricia Turner into Apartment 126, and Llywella Stuchlik into Apartment 210. We will be at 87% occupancy.

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- The Resident Reserve Fund has a balance as of July 2012 of \$113,703.
- Charitable Gift Status has \$230,000 in total pledged annuities.
- Resident monthly statement donations total \$155.
- A Life Insurance policy has named Cadbury as beneficiary of \$7,000.

- During the recent Fleming & Fleming photographic Art Exhibit in our Gallery, a total of \$4,175 in art was sold with a 25% donation made to the Cadbury Foundation of \$1,044. Funds from the donation will be used to install appropriate lighting in the Gallery hallways.
- Staff "Blue Jean Friday" contributions totaled \$471 for the Cadbury at Lewes Improvement Fund, \$170 for the Tunnell Cancer Center, and are currently accumulating for the American Heart Association.
- The Four Freshmen Concert was attended by over 450 people. Final financial accounting is awaiting final expense billings and the profits will be moved to the Resident Reserve Fund.
- A dedication plaque in memory of Bob Kaiser was placed on the last remaining "undedicated" bench in the Assisted Living entrance by his family.
- Cadbury at Lewes is hosting an event for the American Heart Association on October 6th—Beer and Wine Tasting Event with a Silent Auction in the auditorium. There will be only 100 tickets available at \$25 each.
- October 20th Vic Amey as the Sussex County Chairman will host a Heart Walk. We will try to field a team. 60 long-sleeved Cadbury T-shirts will be available for the first walkers to sign up.

WING AND COTTAGE REPORTS:

- Cottages: Lois Nickerson reported that the Building and Property Committee will meet soon and will address complaints about the shrubbery.
- West Wing, 2nd floor - Ruth Olsen reported that Apartment 205 is being readied for new residents and Teddy Hull has moved from Apartment 214 to Assisted Living.
- A new representative will be chosen from the Health Center.

DIAL-A-RIDE: Elaine Glisson reported that nine trips were arranged.

OLD BUSINESS: A discussion was held regarding the microphones used in the auditorium. According to Vic Amey, an outside independent source will be hired to evaluate our entire present sound system and make recommendations to upgrade or improve it.

NEW BUSINESS: Don Burgess requested that something be done about our overcrowded activities calendars. Doug Trout will consult with Jack Chapin, Diantha Pack, and Don Burgess to seek resolution.

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