



## **MEETING MINUTES – APRIL 2, 2024**

The meeting was called to order by Steve Morris, Chair.

**Roll Call:** Absent: Norma Martin

**Statement of Meeting process:** Robert's Rules of Order will be used.

**Approval of the Minutes:** The minutes of the March meeting were approved with the corrections to the paragraph regarding the Bylaws Committee request for feedback on their proposed changes to who on the Resident Council can vote:

The Bylaws Committee has a proposal for changing who on the Council can vote. Currently, the five appointed members that cannot vote include the Secretary, Treasurer and Archivist, as well as the liaisons for the Foundation and for Madrona Grove. Currently voting members include the elected Council members who have three-year terms, as well as those who are appointed to complete a vacant three-year term. The chair votes only to break a tie. As to the issue of term limits, all Council members serve a defined term and may be re-elected or reappointed to serve additional time. The Bylaws Committee asked for feedback on these changes and received several helpful comments.

**Announcement:** John Chapman explained how to use of the new microphones and their set up on the Council tables.

### **Reports**

- **Rose Villa Management Report (Jim Willeford)**

Glen Lewis, our new CEO, was introduced and shared that he is pleased to be with us and that we can expect to see him out and about.

Jim Willeford explained that the barcodes we may find on our doors and around the campus on various pieces of equipment are for building operations use in providing service. They are still being updated and meant to allow staff to operate more efficiently and effectively.

- **Ready Force update (Louise Williams)**

They received a Foundation grant to provide a first aid kit in each of the neighborhoods. They have also refreshed the neighborhood totes. They are planning on one more CERT Lite (Community Emergency Response Training) training this week. There has been a good response to purchasing of the 6-gallon water containers for resident water storage. Twin bucket sets have been ordered and are

coming soon. Ready Force is currently working on mapping out the neighborhoods and neighborhood maps can be found on Touchtown. More CPR training is planned for later this year.

- **Holleran Survey Update** (Steve Morris)

It was reported that the Council showed a 24% increase in satisfaction. All areas showed some improvement with the quality of mental health care the highest. However, we still have work that needs to be done. You can find the survey results on Touchtown under the Surveys icon. We seem to be on the right path with managers able to use the feedback.

A question was asked about the Marketing Team and its current development. There was a question for our new CEO, Glen Lewis, about his experience with surveys which he shared briefly, emphasizing the need to take care of employee team members.

- **RVI Board March Meeting Summary** (Steve Morris)

Steve reported The RVI Board met on March 7, 2024. Resolutions that were passed:

1. Resolution providing signature authority to CFO and key Senior managers.
2. Resolution to empower leadership and management teams with the responsibility for implementing performance improvement and risk management strategies as identified in the Risk Management Plan.
3. Approved the slate of 2024 Officers and Committee Assignments. **Officers** Wade Clowes – President; Eleanore Hunter – Vice President; Susan Nestor – Treasurer (Foundation liaison – shared); Ron Stock – Secretary; (Foundation liaison – shared). **Executive Committee** Wade Clowes, Eleanore Hunter, Susan Nestor, Ron Stock. **Finance Committee** Susan Nestor – Chair, Steve Morris, Dan Steffey, Eleanore Hunter, Ron Stock, Eric Shawn, Staff liaison: Angela Hansen. **Governance Committee** Kirsten Jacobs – Chair, Cindy Brown, jude watson, Bill Rector, Wade Clowes, Glenn Rodriguez, Staff liaison: Beth Knoll.

Committee Updates: Governance Committee The Governance Committee is working to make recommendations gleaned from the Board survey re: Board education, meetings, and recruitment and will present those at the next Board meeting. Glenn Rodriguez and Cindy Brown have met to make a recommendation for bylaws changes and will present it to the Governance Committee in March. The recommendation will then move to counsel. A report will be given at the June Board meeting. The Committee is also reviewing and updating the committee charter and action items.

Angela Hansen provided a Finance Report

Parking lot topics we did not have time to discuss: Charter reviews for the Governance and Executive Committees; North Star status.

## Old Business

- **Update from Community Well-Being Committee** (Carl Peterson)

At the March 21<sup>st</sup> Resident Council meeting, there was a request that the Council look into the subject of Community Engagement. Four councilors volunteered at that meeting. They have met twice since then and have developed some thoughts that they would like to share.

They started with a definition of what they think community is: community is caring about each other's well-being. They define well-being as a lifestyle with actions that are healthy, resilient, and sustainable.

Community profile elements that originated from the Let's Talk discussions last November also provide good resource material. Elements discussed included caring, respectful behaviors; collaborative relationships; sustainability; resiliency; climate awareness; native habitat; being pet-friendly; and support of diverse beliefs.

We believe two measurement tools can measure success in improved community well-being: participation statistics within our community, and our best stories about experiencing our values in action.

Here are some participation examples:

1. Resident Council and District meeting increased resident participation and, we hope, interest. The Zoom connection strengthens the participation level at these meetings.
2. Who would have predicted that the Ready Force Refresh Party would be such a success?
3. We are currently in the midst of CERT Training and there is a large waiting list for this training.
4. The second Holleran Survey identified the Resident Council as one of the most improved areas.

Rose Villa stories are also pretty good.

1. Rose Villa survived COVID better than most CCRCs due to thoughtful administration work. There were NO DEATHS, unlike many senior living facilities.
2. We survived the big freeze with lots of staff support.
3. Work groups were reformed in response to the first Holleran Survey. A major collaborative effort between RV staff and residents was key.

We have identified unresolved issues that are ways to improve community well-being:

1. In aging neighborhoods, loners need help, not intrusion.
2. Conflict resolution
3. Peacemaking
4. Negativity among Residents

5. Explore ways to experience grief
6. Getting to know your neighbors
7. Inclusiveness; welcoming others
8. New people feel overwhelmed at first

Outside Rose Villa:

1. Work on our Willamette View relationship
2. Neighbor relationships
3. RV Residents volunteering in outside activities

The members of the Community Well-Being Committee suggest that we pattern the committee structure after the highly successful Work Groups and add one or more administration members. (Suggestions: Michelle LaCroix, HR Director, and/or MaryHelen Clausing, Social Worker, would be especially valuable for their insights.) Other Resident Groups have members who are working on community issues who would also add great value with their participation.

### **Announcements**

- **Name change for the Employee Holiday Gift Fund** (Judy Francis)  
Beginning in May, the new name for the gift fund will be the Employee Appreciation Gift Fund.
- **Movie on April 2** (Molly Holsapple)  
There will be a movie tonight in the PAC regarding the rewrite of American history from a Native American perspective.
- **Volunteer Fair on April 25** (Dianna Stallard)  
There will be a volunteer fair on April 25 from 2:00-3:30 pm in the PAC with various organizations seeking volunteers present.
- **Chug-A-Lug Bring Your Own Mug** (Jo Berry)  
Jo said she has been pleased with the positive response to the campaign to get residents to bring their own mugs for takeout drinks.
- **Facility Maintenance** (Jim Willeford)  
The Facilities Services Manager position has been filled.
- **Rosie Update** (Susie Wilkins)  
Rosie is sitting on her nest of 12 eggs on the deck outside of the Vista Lounge. Care needs to be taken not to disturb her. There is a potential viewing time M/W/F from 8:00-9:30 am. In addition, there is a YouTube video link which you can sign-up to get by contacting Susie Wilkins. It is anticipated the eggs should hatch around April 21.

## **Suggestion Box**

- **Work Groups & Committees** (Judy Francis)  
If you want a list of work groups and committees, contact Judy Francis.
- **Welcoming Committee**  
If you are interested in participating in the Welcoming Committee, contact Cathy Schar or Linda Stern.
- **A Question Regarding Maintenance Charges** (Jim Willeford)  
This question had to do with the minimum charge for building maintenance requests outside of routine maintenance. Rose Villa's minimum charge of \$24.99 is for up to 30 minutes work. If we have work that only takes 10 minutes, should we wait to accumulate enough to engage maintenance for the 30 minutes minimum? The answer is yes, if possible. If a resident requests work outside routine maintenance, they should submit a work order. Building Operations will evaluate and present a cost estimate for resident approval, if the work is outside what is considered routine maintenance. The schedule for regular spring yard maintenance for the different areas of the campus has been sent out and is subject to potential change.

## **Calendar:**

- Next Resident Forum: Tuesday, April 16, 2024, 2:30 pm
- Exec Committee meeting: April 18, 2024
- Next Council Meeting: Tuesday, May 7, 2024, 1:30 pm

The meeting was adjourned at 2:46 pm.

Respectfully submitted,  
Margi Brown, Secretary

**Rose Villa Residents' Association**

**Treasurer's Report**

**For the month ending**

March 31, 2024

**Employee Holiday Gift Fund**

Beginning balance		\$8,835.90
Deposits and other credits	\$4,515.00	
Checks and other debits	<u>\$100.00</u>	<u>\$4,415.00</u>
Ending balance		\$13,250.90
Checks outstanding		\$536.25



Treasurer

**Residents' Association Council**

**Financial Report**

March 2024

	Beginning Balance	Revenues	Expenditure	Ending Balance
Garden Committee	3,310.05	91.51	835.11	2,566.45
Choir	1,672.68	50.00	450.00	1,272.68
Wood Shop	6,759.13	220.00	75.99	6,903.14
Treasure House	12,058.73	5,108.43	0.00	17,167.16
Sewing & Craft	1,661.90	0.00	1,000.00	661.90
Library Committee	1,139.67	0.00	0.00	1,139.67
Ready Force	550.00	0.00	81.51	468.49
Green Team	4,780.51	0.00	66.00	4,714.51
Sunday Suppers	703.66	262.00	280.81	684.85
Community Activity Fund	8,189.04	0.00	0.00	8,189.04
The Makers	0.00	0.00	0.00	0.00
<b>Total</b>	<b>40,825.37</b>	<b>5,731.94</b>	<b>2,789.42</b>	<b>43,767.89</b>



**Resident Association Council  
General Fund Budget Report  
March 31, 2024**

	ANNUAL BUDGET	FIRST OF MONTH	SPENT THIS MONTH	END OF MONTH
District Meeting Support	400	400	70	330
RVRA Annual Meeting	400	400		400
Annual Council orientation	300	300		300
IT expense	500	500		500
Administrative expense	500	491		491
New Resident Welcome	200	180	21	159
Contingency	200	200		200
<b>Total</b>	<b>2,500</b>	<b>2,471</b>	<b>91</b>	<b>2,380</b>