

August 6, 2018 Residents Association Council Minutes

Regular Meeting, August 6, 2018

Call to order: Chair Helen Lyons called the meeting to order at 9:45 and welcomed guests.

Those attending: Chair Helen Lyons, Past Chair Norma Martin, Secretary Nancy Barrett-Dennehy, Councilors Suzanne Dillard-Burke, John Gillock, Dori Jones, Julia Layden, M.A. Malone, Bill Rector, Rose Smith, Sue Townsen, Archivist Jean Coberly, Foundation representative Bill Cunitz, Madrona Grove Liaison Lois Weathers and representative Norrene Thompson, CEO Vassar Byrd.

Absent: Vice Chair Eric Shawn, Treasurer Marilee Wetten.

Number of guests: 19

Minutes from previous meeting: Approved as submitted.

What we value and are grateful for: friendly people; air conditioning; Bynner's back home! Jean Coberly is back! Warmer conditions in the PAC.

Reports: (These are summaries. Please see Attachments for full Text)

Rose Villa Management: No report this month.

Madrona Grove Liaison: (Lois Weathers) The Bookmobile has been very popular and we could use more volunteers. This and other volunteer opportunities are posted on Bulletin Boards near the Mail Room and in the Club Room.

Foundation: (Bill Cunitz) The final Listen and Explore session will be held on Aug. 28th. This is your opportunity to ask questions about the Foundation. Sign up is required. An Education Workshop on Medicare is scheduled for Aug. 8th. The fall fundraising theme this year is "Play Ball!" If you have baseball paraphernalia to share, contact Linda Reed.

Archivist: (Jean Coberly) Other CCRCs have various ways of announcing the passing of a resident but Rose Villa has, since 1960, honored the resident with a single rose, the emblem of the Rose Villa community. For 50

years the rose was displayed along with the resident's name. Since 2010 a resident photo has been included.

Treasurer (Marilee Wetten): See Attachments

Campus Renovation Project Report (Bob Judd): See Attachments

Agenda Items:

Resident Concerns about Rising Prices on Campus: Diane Gibson, RV's CFO, presented a budget update report. Budgeting requires balancing fees paid by residents with the operating expenses and capital needs of the community. The 2019 - budget drivers will be: occupancy; wage pressure (the minimum wage increased by 6.7% in July 2018 and will increase by 4.1% next July); workforce challenges; remaining competitive with other communities; and expected double digit increases for health insurance premiums this fall. She also noted that Phase 2 residents will bring both new revenue and new expenses.

What can residents do to keep costs down?

- Utilize RV Services: dine with us, shop at SEEDS and Treasure House, use Avencia services, use meal plan dollars evenly through the month.
- Be good stewards of utilities and waste disposal.
- Be sensitive to best use of event spaces and equipment.
- Be understanding about program changes: in Harvest Grill, in hours of operation for services; in billable service criteria (ref. Aug RVN article).
- Build a good Resident/Employee culture: the Christmas fund is one way to show appreciation but showing respect and gratitude to employees on a daily basis makes a huge difference!
- Be an advocate for RV in the greater community.

The presentation was followed by a brief Q and A period. (For complete details, see the report on Touchtown.)

Procedures Manual: (Sue Townsen) A Procedure for handling Resident Council funds was unanimously approved by consensus. The final text is included under Attachments.

Unstructured Social Events and Great Good Places: (Helen Lyons) A recurring resident request is for unstructured social gatherings (similar to those that happened in the "old lobby"). Ray Oldenburg's book The Great Good Place describes characteristics of places for unstructured social gatherings.

There was discussion about spaces we have at RV and how we might adapt them. The full report is under Attachments. Please share your thoughts on this topic with any Councilor. We will take this up again in September.

Council Meeting Minutes - revised format: (Nancy B-D) proposed simplifying the minutes by including report summaries in the body of the minutes and the full text in an Attachments section. Also, instead of publishing the names of all visitors at Council meetings, only the number of visitors would be reported and the actual sign-in list kept with the secretary's notes. Anyone making specific suggestions or volunteering for an event would be identified by name. Discussion followed. The revised format will be implemented.

Announcements and Updates:

- Thanks to Bill Rector and team for the Volunteer Appreciation lunch.
- Orientation program for potential new Council members is coming up in August. Flyer available soon.

Suggestion Box:

- Develop RV flag. Referred to Marketing.
- Sundays serve only a "holiday type" meal between 10-2 in Heirloom.

Open Forum August Issues:

- Better temperature control in event rooms & hallways.
- A list of resident Groups should be included in new resident folders.
- A TouchTown announcement was posted after the event, not before.
- Campus Communication is a growing problem.
- Problems with internet access.
- Could there be a resident volunteer "concierge" service? For example, to let people know about someone who could take a passenger to Costco or pick up some items there (or elsewhere)?

Open Forum – Prior Issues:

- Who can use the Club Room and who schedules events there?
See Resident Handbook page 8: the Club Room is available for use by residents, their friends and family. Resident Services does the scheduling.

Next Resident Forum: Thursday, August 23rd, 3:30 PM.

Council Speaker: Helen Lyons Group speaker: TBD

Next Council Meeting: September 10, 2018 9:45 AM in the PAC

Next Executive Committee meeting: August 11, 2018

Meeting adjourned 11:05 AM.

Respectfully submitted,
Nancy Barrett-Dennehy, Secretary

Attachments:

Madrona Grove Liaison Report:

There is ALWAYS something going on in Madrona Grove! Daily activities range from gardening, to craft making, to music programs, to outside trips. Jacque Binder, Activities and Volunteer Coordinator, prints a monthly activity schedule that is always posted on the board to the right of the entrance into MG. If requested, she will also gladly place the MG Daily Activities for the month in your cubby.

There are many fun and varied ways to be involved in MG. Volunteers are always needed and wanted in the following on-going programs:

- Dear Rosie—answering letters from grade school students.
- Friendship Corps—-independent RV residents who offer friendship and the gift of time to those who presently call MG home as well as with those who are transitioning into MG. Training is offered. The time commitment is of your choosing.
- Comfort Companions—trained volunteers who sit, in two-hour shifts, with MG residents during their last days or hours of life.
- Opening Minds Through Art (OMA)—volunteers (training included) from RV and the surrounding community, who assist one-on-one creating art with MG and RV residents who are dealing with physical ailments or memory loss. Every OMA event ends with a gala art auction.
- Madrona Grove Bookmobile—a large library cart filled with books and magazines guided through MG every two weeks. Volunteers able to push the cart, who love books and chatting with residents, are needed. There is no formalized checkout procedure or record keeping involved. Time commitment averages one hour every two weeks.

Contacts for info: Jacque Binder at 3276; Lois Weathers at 3240

Foundation Report:

Listen and Explore Gatherings: The Foundation's last Listen and Explore gathering will be on Tuesday, August 28 in the Vista Lounge. Residents can choose from three different times: 9:30; 1:30 and 4:30 and must sign up at the Resident Services Counter ahead of time. Snacks and Drink will be provided.

As Judie reported last month, this is a wonderful opportunity for resident council members to hear what questions residents are asking and become informed so that you have the correct information about how the Foundation and Financial Assistance works. Please encourage your neighbors to attend.

Education Workshops: Many people have asked for a workshop on Medicare and tomorrow (Aug. 7th) we will be offering Medicare 101. The workshop is from 1:00 p.m. to 2:00 p.m., in the Performing Arts Center. Staff from Willamette Valley Benefits will answer questions about Medicare and explain changes and updates. You could help us by passing the word about this workshop.

PLAY BALL! If you recall last year we had a horserace in the hall and lots of other fun things to help raise funds for the Foundation and we raised over \$43,000. These funds help support our residents in many ways and the Resident Council's leadership role in supporting the Foundation is so important and appreciated.

The fall fundraising campaign this year is PLAY BALL! Jack Duren is building a mini baseball stadium, Sally Sharrard helped us locate a baseball-themed pinball machine which will go in the Club Room in November and the committee has lots of other fun things planned, including some great baseball movies.

IF you have a professional baseball cap from your favorite baseball team that you would like to see hung in the hallway, please leave it in a bag with your name in the bag at the Resident Services Counter. The Foundation will be showing the baseball caps through December. If you have any baseball paraphernalia, you would like to share with the Foundation please contact Linda.

Campus Renovation Project Report, August 3, 2018

Classic cottage renovations:

- #238: to be completed August 15th.
- #237: scheduled for completion in September.
- #218: tentatively set to begin mid-August.
- #213: tentatively set to begin late August.
- #97: tentatively set to begin mid-August.
- #95: tentatively set to begin mid-August.
- #113: scheduled for completion August 7th.

Pocket cottages:

- #3029: scheduled for completion August 20th.
- #3040: resident has moved in and staff are continuing to conduct additional custom work through August.

Other sites:

- New woodshed (staff parking area): scheduled for completion on August 31st.
- New Treasure House (staff parking area): work beginning in late August.
- New Clinic location (staff parking area): work beginning in late August.

Misc. & various others:

- Low Voltage underground for Garden Grove (east to west along walk from Apts. 56-97): work is beginning on August 6th and scheduled for completion in the week of August 20th.
- Conduit for new service to Rose Court elevator (work area contained to exterior of building on SE corner): we are on standby but expect work is imminent. This work is within The Oaks project site.

Note: These are the large projects that are currently being tracked for August. Activity for these project sites can vary depending on what stage each project is in.

This list should not be construed to be exclusive to any activity residents may see anywhere on campus. This list does not include activities such as bidding or scope of work development. This list does not account for any work that may need to take place due to an emergent issue.

Bob Judd, Director of Campus Development

Great Good Places Agenda Item:
Where is Rose Villa's Gathering Place?

From the 2017 Annual Meeting survey to the most recent Let's Talk event, residents have asked for more "unstructured social events." The words used to describe these events vary but they all describe what we remember with nostalgia about the "old lobby" and the "Short Stay Café."

Eric Shawn did some research and learned that Rose Villans aren't alone in looking for these special gathering places. Ray Oldenburg has written a book The Great Good Place about this subject. Oldenburg noted that "... daily life, in order to be relaxed and fulfilling, must find its balance in three realms of experience. One is domestic, a second is gainful or productive, and the third is inclusively sociable, offering both the basis of community and the celebration of it."

Oldenburg identified four characteristics of Great Good Places:

- Great good places are **neutral ground** where
 - We can come and go as we please
 - No one has to play host
 - We can all feel comfortable and at home
- **Conversation** is the main activity.
- The best great good places are **accessible** most any time
 - Usually, we'll find friends and neighbors there
 - Access is easy—we may walk past the location every day
 - Activity is unplanned, unorganized, unscheduled, and unstructured
- Great good places have a **low visual profile**.
 - The furnishings are comfortable and plain and probably a bit worn

So where is our Great Good Place at Rose Villa? Or, where do we want it to be? Please think about it and share your thoughts with a member of the Council. We will talk about Great Good Places again next month.

Procedure for Handling Resident Council Funds – Agenda Item
#2 Finance Best Practices Distributed and presented 3/5/18. v.3

Check

Requests

Rose Villa Residents Association uses the Rose Villa Check Request Form in the document display across from the ATM.

Completed forms with approval signatures should be placed in the “Occupancy Fee Payment” box at the Residents Services Counter. Checks are issued twice a month, approximately the 10th and the 25th.

Council members are not authorized to approve their own requests for funds.

**Groups with
Fund Accounts**

Expenditures from group fund accounts are directly related to the purpose and mission of the group or activity with standing before the Council.

Group leaders or their designates forward completed check request forms to the Council Treasurer.

The Council authorizes the Treasurer, Vice-Chair or Chair to verify availability of funds in group or activity accounts and countersign check requests.

**Groups without
Fund Accounts**

Expenditures from Council general funds are directly related to the purpose and mission of the group or activity with standing before the Council.

Group leaders or their designates forward completed expense applications to the Council Chair for Executive Committee discussion and decision. If approved, the Treasurer, Vice-Chair or Chair will countersign check requests for groups without fund accounts.

Treasurer's Report:

Residents' Association Council 2018 Report

Committee Name	Apr-18	May-18	Jun-18
RAC General	\$ 589.62	\$ 589.62	\$ 483.72
Garden Committee	\$ 935.05	\$ 935.05	\$ 755.44
P.O.S.T.	\$ 200.00	\$ 200.00	\$ 83.62
Movie Committee	\$ 975.83	\$ 975.83	\$ 975.83
Wood Shop	\$ 5,035.44	\$ 5,026.44	\$ 5,101.44
Treasure House	\$ 4,694.75	\$ 10,910.55	\$ 14,319.97
Education Committee	\$ 5,225.05	\$ 5,245.05	\$ 5,285.05
Sewing & Craft	\$ 1,599.50	\$ 1,712.50	\$ 712.50
Computer Center	\$ 734.32	\$ 734.32	\$ 734.32
Library Committee	\$ 6,841.71	\$ 6,841.71	\$ 6,785.17
Totals Balance:	\$ 26,803.27	\$ 33,172.07	\$ 35,235.06
GC Bottle Drop - Month	\$ 64.70	\$ 82.00	\$ 80.35
GC Bottle Drop - Total			218.55

General Council 2018 Report

Date	Activity	Income	Expense	Balance
1/9/2018	Donation VB Xmas Gift	100.00		
		100.00	-	
	Balance as of January 2018			\$ 1,241.24
2/15/2018	Lyons - Reimb	-	151.62	
2/15/2018	Xmas Gift for CEO		500.00	
		-	651.62	
	Balance as of February 2018			\$ 589.62
	Balance as of March 2018			\$ 589.62
	Balance as of April 2018			\$ 589.62
	Balance as of May 2018			\$ 589.62
6/21/2018	General Supplies	-	105.90	
		-	105.90	
	Balance as of June 2018			\$ 483.72