



COUNCIL MEETING NOTES

February 3, 2020 Regular Meeting

Call to Order Eric Shawn called the meeting to order at 1:00 PM and requested that attendees silence cell phones.

What we value and are grateful for Kansas City Chiefs, Rose Villa, not snowy or icy

Consent Agenda January meeting notes approved with one correction: 2019 BottleDrop donations to the RV Foundation were \$1,895.30

Reports

Treasurer's Report (Marilee Wetten) See Attachment #1

Council Safety Committee (Janet Strickland) The Safety Committee urges everyone to use handicap access doors safely. Push the open button yourself and don't lean on the door for support.

Council Communication Committee (Jerry Corn) See Attachment #2
RV Chat will soon be available community-wide. Information about using RV Chat as a social media tool is being prepared. Susan Hyne and Cindy Brown are administrators for the group.

Madrona Grove Liaison (Lois Weathers) Madrona Grove will offer Singing Valentines for February 14th. Residents can order a Singing Valentine for someone on campus or volunteer to be a singer!

A Rock-n-Roll sock hop, complete with malts, is scheduled for Feb 20th.
OMA is scheduled to begin on March 2nd.

Archivist (Jean Coberly) Old records show that the Administration then did not routinely ask for resident input as they do now.

Food Think Tank (Suzanne Townsen) See Attachment #4

Madrona Grove (Erin Cornell) A training session for Comfort Companions was held recently. Comfort Companions sit with Madrona Grove residents during their last hours of life.

The State of Oregon's annual review of Madrona Grove is overdue.

There are now 38 residents in Madrona Grove. The new Madrona Grove will have 32 beds which means there will be fewer spaces for people from the community outside of Rose Villa.

Rose Villa Management (Tina Moullet) Tina provided an update on the Oak Grove / Lake Oswego Pedestrian/Bicycle Bridge across the Willamette River. Lake Oswego has withdrawn support and funding for the project so it will not move forward. There were serious concerns about parking at both ends of the bridge because no parking lot could be provided. Only parking on residential streets would be available.

Sewing and Quilting will soon have a new location next to the Treasure House on Torbank Rd.

A Talent Show is being planned for March 3rd.

New chairs being considered for the Phase 3 Rec Room are available in the Club Room. Please check them out.

The Foundation (Elliot McIntire) See Attachment #6
Coming in April: A Night in Casablanca! Watch for information

Group Reports Send to RVRACouncil@gmail.com by the 25th of the month.

Agenda – Continued Business

Employee Christmas Fund Eligibility and Distribution Program (Bill Rector)
Discussion/Decision item

Bill reviewed the 2019 Committee work on program criteria and answered questions from the floor. Discussion centered on employee eligibility. Some of the key items discussed are listed below:

- Eligibility of CEO and direct reports: both accepted
- Eligibility of employees working less than X hours: no minimum
- Eligibility of exempt vs non-exempt employees: both accepted
- Include/exclude overtime hours: overtime hours not counted
- Other conditions—hire date, probationary period, etc: must be employed on the date the Fund is distributed.
- Contract/leased employees: not eligible

A brief description of the 2019 plan follows:

- Anyone employed by RV on the date the Fund is distributed is eligible to participate.

The distribution plan works as follows:

- Points are assigned to each employee based on his/her length of employment with RV with a supplemental gift to employees who have worked for RV for more than 10 years.

- Units for each employee are calculated by multiplying that employee's Points by the total number of hours worked (not to exceed 80) between January 1 and the Fund Distribution Date.
- The amount of each employee's gift check is calculated by multiplying his/her Units by the Dollar Value of One Unit of the Fund.
- The Dollar Value of One Unit of the Fund is calculated by dividing the total fund amount to be distributed, less the funds for supplemental gifts, by the combined Points of all eligible RV employees.

A complete program description is under the Residents Association icon on Touchtown, Section 05) Governing Documents, Council Procedures Manual, Operating Procedure 203. A hardcopy is available in the Mail Room.

Proposal: That the Christmas Fund procedure used in 2019 be continued for 2020. Consensus was achieved. The proposal was accepted with one councilor dissenting.

Agenda – New Business

Off-Campus Transportation (Julia Layden)

Discussion Item

Three major transportation issues were raised during the discussion.

1. It's not unusual for a resident to drive to an off-campus event and see other RV residents at the same event. How can we coordinate transportation to these events?
2. Residents without cars sometimes have to pay cab fare to get to or from a medical appointment if no RV driver is available.
3. Availability of surreys for on-campus transportation can be a problem on weekends or after regular business hours.

This item has been referred to the Executive Committee for follow-up.

Announcements and Updates

- Major Themes for 2020 (Eric Shawn)
 - Infrastructure (March/April pending committee work)
 - Communication (April/May pending committee work)
 - Sustainability (September/October pending committee work)
- Campus Renovation Update See Attachment #7
- Facilities Operations Update See Attachment #8
- RV Board of Directors Report for the Council See Attachment #9

Suggestion Box

Suggestions & responses are published each month in the meeting notes. A digital suggestion box has been added under the Residents' Association icon as an alternative to the suggestion box in the mailroom.

- (Sep 2019) Have you thought about a vending machine for snacks and drinks in the Club Room? Would be good when Harvest Grill is closed.
Update:
- (Dec 2019) At the beginning of each Forum and Council meeting, the leader should request that ALL attendees silence cell phones during the meeting.
Response: We'll implement this at Council meetings and suggest that it be implemented at forums as well.

Open Forum

- (Feb 2020) Suggestions were made regarding PGE's Clean Wind program. Currently, RV residents can opt to pay an additional \$3+ with their monthly fees to participate in this program. The following suggestions were made:
 - That the Council take a position in regard to Clean Wind
 - That the Administration automatically charge residents for the Clean Wind program and allow residents to opt out of the program, if they wish
 - That residents who can afford to do so, cover the cost for those who can't
 - That RVI "make up the difference" in not all residents opt in to the program
- (Feb 2020) Karin Power, our representative in the Oregon House of Representatives, will be speaking at Willamette View on Saturday morning.

Upcoming Meetings

Next Forum: Tuesday, February 18, 2020, at 2:30 p.m. in the PAC

- Council speaker
- Group speaker Jerry Corn

Next Council Meeting: March 2, 2020 at 1:00 PM in the PAC

Next Executive Committee Meeting: Saturday, February 8, 2020

Next Intro to the Council: Saturday, February 29, 2020

Meeting Adjourned 2:30 p.m.

ATTENDANCE

Number of Guests: 27

Staff Members in Attendance: Tina Moullet, Erin Cornell

Council Members in Attendance

P Eric Shawn, Chair	P Vivian Scheans, MG Rep	P M.A. Malone (G#6)
P Helen Lyons, Past Chair	P Elliot McIntire, Foundation	AB Suzanne Townsend (G#7)
P Philip Riedel, Vice Chair	P Dori Jones (G#1)	P Julia Layden (Group #8)
P Marilee Wetten, Treasurer	P Bill Rector (G#2)	P Jerry Cory (Group #9)
P Jean Coberly, Archivist	P Byron Windhorst (G#3)	P Darlene Larson, Secretary
P Lois Weathers, Liaison MG	P Judie Hansen (G#4)	P Evelyn Cole, Secretary
	P Doug Walker (G#5)	

Councilor Reports, February 2020

Group 1 Dori Jones

Health, Wellness and Safety

Wellness - Rene Swar: February is American Heart Month and we kick it off with our Annual "Walk for Your Heart" on Friday, February 7th at noon. We will meet in the wellness lobby and embark on a 30-minute walk around the neighborhood

Maybe you have already noticed the new South Building entry way maps. We have replaced the old maps with new ones that show how many times it takes to walk the South Main corridor to make a mile. It takes 17 times from the art room to the mailroom and back (or vice versa) to walk one mile

Are you interested in paddling on the Rose Villa Viking Dragon Boat this year? Then please come to an informational meeting on Wednesday, February 12th at 3:30 p.m. in the Training Room. Our first practice will be Monday, March 30th. Contact Rene' for more information.

Beginning Tuesday, February 4th, we will be adding two additional water aerobics classes to the weekly schedule. New instructor, Kathleen Ziegler-Ramsay will be instructing a 9:00 a.m. class on Tuesdays and Thursdays.

Ready Force – Steve Morris: On Jan. 24 we roll out the Earthquake Response Core Plan to the Rose Villa community in an event in the PAC. We'll provide an overview of the plan, and of the neighborhood meetings where we'll provide residents with materials and what-to-do information for disaster preparation, and help residents get to know their neighbors from a disaster-preparation angle, in neighborhood-by-neighborhood meeting.

The roll-out event will include a show-and-tell portion where we'll talk about some disaster prep ideas, and a prize drawing! This is a celebration of 3 years of work - and an introduction to the community of the upcoming process of neighborhood-by-neighborhood meetings.

UNA-USA – Kay Schmerber: On January 28, 2020, the Rose Villa Chapter of UNA-USA held its 2019 Annual Meeting. Forty-seven residents attended. The meeting consisted of the President's Report which included the good news of 11 new members and a number of annual renewals for a total of 67 memberships at the end of the year. Three new members signed up at the meeting, bringing the total to 70! We also approved the Proposed Budget for 2020 and the elected Sally Sharrard as our newest Board Member. We were fortunate to welcome **Mr. Duke Castle** from the **Lake Oswego Sustainability Network** as our guest speaker. He presented relevant and current guidance on "Climate Mobilization" for local communities.

Watch for the flyer for the 2020 **Great Decision Film Series coming in March!**

Council Safety Committee – Janet Strickland: John Schallberger has investigated Echo Connect as a device for calling 911. Unfortunately, while Echo Connect can be used to call 911, it cannot be used for e-911 notifications to the RV Emergency Response Team because Echo Connect doesn't work with RV's pbx phone system. That's a problem because it's the RV Emergency Response Team that directs emergency responders to our apartments. There is a commercial version of Alexa that could be used with a pbx system and John is investigating that version.

The proposal for a kiosk for campus maps near the RV front entrance has been approved by Tina Moullet. A specific location for the kiosk has not been selected.

We are reminding everyone to use those handicap access doors safely.



- **Don't** lean on the door.
- **Don't** hold on to the crossbar in the middle of the door for support.
- **Do** use the Press to Open button each time you walk through a door with a handicap access button.

We are pleased to report that 2 streetlights have been installed on Schroeder Avenue near the Oaks. Thank you, John Schallberger!

Next Safety Committee meeting February 17th at 10:00 AM in the Board Room.

Group 2 Bill Rector Service

Friendship Corps - Lois Weathers:

Volunteer Recognition - Bill Rector: We look forward to the 2020 Volunteer Recognition Program! The Committee should be appointed at the March Council Meeting.

<u>Employee Christmas Fund – Marilee Wetten & Suzanne Townsen:</u>	
Checking account balance as of December 31, 2019	\$ 7,778.99
Deposits for January 2020	\$ 1,240.89
Christmas Checks cleared in January	\$ 2,027.84
Bank service fee	\$ 0.30
Balance as of January 31, 2020	<u>\$ 6,991.74</u>

Group 3 Byron Windhorst

Off-Campus Entertainment

Off Campus Entertainment - Byron Windhorst: A busload of RV residents went to Lakewood Theatre on January 30, to see the play Wait Until Dark. Written by Frederick Knott, it was first performed on Broadway in 1966 and often revived since then. A film version was released in 1967, and the play was published in the same year.

The other two plays left in the season are:

March 26, The Odd Couple

May 21, Funny Girl

Tickets are available at the Lakewood Theater box office 503-635-3901. Make sure you specify you are in the Rose Villa group and you get those exact dates for your tickets.

Important: After you have purchased tickets, please contact Resident Services to reserve your spot(s) on the RV bus. The bus loads at 6:15 pm.

Keep watching the announcements on Touchtown and the flyers for quick day trips off campus. The Rose Villa News also lists them.

Rose Villa Choir – Miranda Manners, Andrea Drury: The next 15-week term will begin on January 31 and go through May 8. We will meet in the PAC on Fridays from 10:30 - 12:00.

We are in good shape financially so the fee will be \$40 per person with no need for additional contributions at this time. Our director, Dale Shetler, is in the process of selecting music for us. He hopes to borrow some music from the First Unitarian Church choir library, which will help our budget.

We continue to look for an accompanist for our next term. Signe Lusk has agreed to fill in for the first five weeks, if necessary, while we interview prospects.

Choir members Marilyn Gottschall and Leanne Kerner have cooked up a fun time for the choir and anyone else who likes to have fun with music — Friday morning January 17 in the Vista Lounge, 10:00 - 11:30.

The Rose Villa Choir's mission is "To deepen and broaden community in the lives of Rose Villa residents through choral singing."

Group 4 Judie Hansen **Spiritual Well-Being**

Solarium Worship - Bud Robinson: no report this month

United Christian Fellowship – Jackie West: no report this month

Treasure House - Judie Hansen:

Group 5 Doug Walker **Outdoor Activities**

Community Garden - Jan and Dave Dobak: Spring is eagerly awaited. We have 43 gardeners enrolled.

We continue to meet on the first Thursday each month at 10am and all are welcome.

Tuesday Market - Susan Hyne and Carolyn Bailey:

Group 6 M.A. Malone **Communication**

RV News - Lori Carter: Janet Britton has clarified her thoughts in regards to the Associate Editor position at the Newsletter. She is not available for the amount of time required by the project, so I'm back to square one on that front.

If you know of anyone who would be a good fit or if you have an interest yourself, please contact me at orders2855@gmail.com or call 818-419-4099. Thanks for any help you can provide.

Library - Jean Coberly: no report this month

Magazine Exchange: inactive

Group 7 Suzanne Townsen **Hospitality**

Welcoming Committee – Susan Hyne: No one moved in this month.

Potluck - Stephen Weislogel: 38 residents came to the potluck. Everyone brought a substantial dish so everyone was able to have a full meal. The staff prepared Heirloom perfectly, for which we were very grateful.

Council Pet Committee (POST) – Suzanne Townsen: The Council Pet Committee resolved a dog bite issue with recommendations for the dog owner and a \$200 fine.

Group 8 Julia Layden **Sustainable Living**

Bringing Nature Home: inactive

Green Team – Jean Lofy: The Energy Team is working to promote the Clean Wind program at Rose Villa. The current enrollment period is open until March 31, 2020. The Green Team goal is for 100% enrollment.

Group 9 Philip Riedel

Leisure Activities

Sewing & Quilting Studio – Pam Duren: The sewing cottage is in limbo for a while, waiting to get word that our new space across the street is ready to inhabit. We have received no word from management as to when we will be moving. Meanwhile, the ladies who do sewing and mending will continue to take in work on Tuesdays from 9:30 to 11:00. In the future they will be working out of apt. 4204, phone 3186. Residents will need to call ahead to make arrangements.

The quilters are continuing to work on projects as well as collecting ideas and instructions/materials for the next few years again, until the new space is built. We will move a few things such as cutting mats, ironing board/iron, design wall, and some notions to tide us over. The art room will be our meeting place and where we can do some things that require a design wall and elevated tables. People have also offered to meet in their homes if the art studio doesn't work out. Our time will be Fridays from 1-3. New sewers are always welcome.

Woodshop – Tom Wilcox: As of Jan. 20, the woodshop will be open for all residents to do projects and to get advice on how to do things. Our hours are 9:30 to 11 am on Mon. and Wed. If one wants to use power tools they need to get certified on the equipment and sign a release form for Rose Villa. Residents can have things built for them as well as have things repaired and repairs are not limited to wood items. Since Rose Villa does not pay for anything but electricity and trash, we depend on donations for items repaired and things ordered to keep the doors open. There is no set price and we leave it to the discretion of the purchaser. We have a group of about 15 residents working in the shop and would love to have more.

Readers' Theater - Byron Windhorst: Following the work put into the Employee Appreciation Program, Readers Theatre took a holiday break, but has now returned to meeting every Thursday at 2pm. We revisited two plays, The Dog Pound and Sorry, Wrong Number finding them entertaining. Years ago, before Phase 1 started, we performed these plays in the old Rose Villa Lobby.

Readers Theatre reads short plays with each person reading a part of one of the actors. No memorization or acting experience is required. You get to take the part of a character. Just come and enjoy reading short plays together within our own

group. There's no need to be a performer in a public performance. Your ideas and participation are very valuable. Come see what it's about. New residents?

Book Club - Evelyn Cole: Our book for March is THE DEATH OF MRS. WESTAWAY by Ruth Ware. Join us on the second Tuesday of each month at 2:00 PM in the Vista Lounge for a lively discussion.

Weavers' Group: inactive

ATTACHMENT #1
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Residents' Association Council
 2019 Report

<u>Committee Name</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>
RAC General	\$ 2,389.43	\$ 2,336.43	\$ 2,217.23
Garden Committee	\$ 841.31	\$ 939.96	\$ 1,154.44
Restricted Funds	\$ 961.70	\$ 373.30	\$ 373.30
P.O.S.T.	\$ 83.62	\$ 83.62	\$ 83.62
Choir	\$ 2,446.72	\$ 1,931.72	\$ 1,782.68
Wood Shop	\$ 2,493.71	\$ 2,889.96	\$ 2,912.07
Treasure House	\$ 13,679.78	\$ 16,630.48	\$ 5,116.55
Education Committee	\$ 7,783.04	\$ 7,503.04	\$ 7,503.04
Sewing & Craft	\$ 1,705.66	\$ 1,823.66	\$ 1,986.66
Library Committee	\$ 4,697.19	\$ 4,697.19	\$ 4,623.21
Totals Balance:	\$ 37,082.16	\$ 39,209.36	\$ 27,752.80
GC Bottle Drop - Month	\$ 187.85	\$ 183.10	\$ 115.30
GC Bottle Drop -Total	\$ 287.85	\$ 470.95	\$ 215.30

ATTACHMENT #1

General Council

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2019 Report

<u>Date</u>	<u>Activity</u>	<u>Income</u>	<u>Expense</u>	<u>Balance</u>
1/1/2019	Transfer from Movie Comm	975.83		
1/1/2019	Transfer from Computer	734.32		
1/31/2019	New Comer's Lunch		15.00	
1/3/2019	New Comer's Lunch		20.00	
1/25/2019	RAC Tree Allocation		58.00	
1/31/2019	RAC Tree Allocation		45.00	
		1,710.15	138.00	
	Balance as of January 2019			\$ 1,758.76
2/8/2019	Reimb Supplies	-	19.00	
		-	19.00	
	Balance as of February 2019			\$ 1,739.76
3/31/2019	RAC Tree Allocation		75.00	
		-	75.00	
	Balance as of March 2019			\$ 1,664.76
4/30/2019	New Comer's Lunch	-	18.00	
		-	18.00	
	Balance as of April 2019			\$ 1,646.76
5/6/2019	Transfer to Restricted Funds		1,710.15	
5/6/2019	Reclass Tree Alloc	178.00		
	Balance as of April 2019	178.00	1,710.15	
				\$ 114.61
5/7/2019	RVI transfer to RAC	3,000.00		
3/31/2019	New Comer's Lunch	-	66.01	
5/31/2019	New Comer's Lunch	-	145.00	
		3,000.00	211.01	
	Balance as of May 2019			\$ 2,903.60
6/30/2019	New Comer's Lunch	-	203.49	
		-	203.49	
	Balance as of June 2019			\$ 2,700.11

ATTACHMENT #1

Restricted Funds

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2019 Report

Date	Activity	Income	Expense	Balance
	Balance as of May 2017			\$ 2,960.15
6/30/2017	Allocated Ready Force		\$ 1,000.00	\$ 1,960.15
10/31/2017	Madrona Grove		250.00	\$ 1,710.15
1/25/2019	RAC Tree Allocation		58.00	
1/31/2019	RAC Tree Allocation		45.00	
3/31/2019	RAC Tree Allocation		75.00	
	Balance as of April 2019			1,532.15
	Balance as of May 2019			1,532.15
	Balance as of June 2019			1,532.15
	Balance as of July 2019			1,532.15
	Balance as of August 2019			1,532.15
	Balance as of September 2019			1,532.15
10/10/2019	Ready Force Supplies	-	351.45	
10/22/2019	Evans Farms - Tree Alloc.		54.00	
10/22/2019	Loen Nursery- Tree Alloc.		165.00	
		-	570.45	
	Balance as of October 2019			\$ 961.70
11/25/2019	Ready Force Supplies	-	88.40	
11/25/2019	Transfer To Wood Shop		500.00	
		-	588.40	
	Balance as of November 2019			\$ 373.30

**RVChat Features and Uses
January 2020**

Overview RVChat is a peer-to-peer communication tool for Rose Villa residents. It is internet-based and similar to a Google Group or Yahoo Group. RVChat was set up on a pilot basis in November to get experience using this group communication tool; 55 residents have joined (November - early January). Cindy Brown and Susan Hyne are co-administrators and are available to provide individual or group coaching and answer questions. Overall, the pilot has been successful, and we plan to move to a full rollout to all Rose Villa residents.

Why Select RVChat?

1. It is easy to use (email messages are created/received via standard email programs/protocols). There are options for message delivery and other settings.
2. It has helpful tools to support group activities (subgroups, Wiki, database, polls, calendars, chat room, file/photo storage).
3. It is supported by an outside company with in-house moderators who have control over some features. There are free and upgraded versions. There are no advertisements.
4. Membership will be limited to current Rose Villa residents by the administrators.

Here's how Rose Villains have used RVChat since November, 2019.

Email The primary use of RVChat has been email, covering a wide range of topics. The focus is on requests, offers, discussions, and sharing. The goal is to encourage neighbor-to-neighbor connections, not to duplicate what is offered on TouchTown.

Other features of RVChat include:

Subgroups The Green Team Recycling Subgroup has set up a subgroup so they can organize their team materials and messages. Subgroups have all of the features of the main group.

Files The SEEDS volunteer schedule is posted each month.

Polls Polls provide a quick check-in with user-defined questions. Tallies show a summary of the responses and the responders' answers. Polls have been conducted on preferred sources of RV info, and Open Mic.

Photo Albums Photos can be posted. With the free version of this software, storage is limited and photos take lots of space.

Database The database feature was used to list donations of cookies and candy for the employee holiday party.

Wiki (like a blank blackboard where everyone can make entries)
A topic about the Resident Council was posted on Wiki to enable users to add information and opinions. The Wiki will be used for Tuesday Market volunteer sign-ups.

And there's more! RVChat has additional features and many options for customizing so there are more potential applications.

ATTACHMENT #4 Food Think Tank Report February 2020

We met on Thursday, January 2nd, 2020 at 11:00 am in the Orchard Room.

Discussed that there were more people at the Christmas Eve buffet than the Christmas Day sit down meal. This is the opposite of last year. Last year had bad weather and this year had good weather. New Year's Eve had an extremely long line. they may want to stagger when people come in.

Discussed having some quiet music piped into the Heirloom.

Some people have been requesting low sugar desserts. It was noted that they will have to identify what sugar substitutes are used. Some people don't tolerate them all.

Discussed the Chef Dinners (no longer Culinary Dinners) and that they would be the 2nd Thursday of each month except Nov. and Dec. This month, January it will be on the 16th, a week late.

Analyzing the breakfast service...the Madrona Grove staff now fixes breakfast. For the past 2 months \$61/day is all they serve on the average. The plan is for the new Madrona Grove Cafe in Phase 3 to offer some breakfast items. It is still in the planning stages. If the use increases, then they will consider breakfast in the Heirloom again. Sunday Brunch will continue in the Heirloom.

There was a question if they could put out a weekly menu for the dinner specials. Staff needs to brainstorm to see what they can do.

Suzanne Townsen

ATTACHMENT #6 Rose Villa Foundation Report February 2020

This fall has been a busy one for the foundation. We just wrapped up our fall fund raising activity, the Rose Villa Grand Prix, and raised a total of over \$43,000, which exceeded our goal of. \$32,600 by more than \$10,000. Thanks to all who put money down on their favorite racers. Plans for the spring are already well underway. In late April we will hold a Casablanca night, recreating Rick's Cafe Americain, complete with a buffet, and featuring roulette, poker, blackjack, and craps tables with professional dealers. This is going to be a lot of fun. Tickets are \$75 per person. In preparation we will be showing the film classic Casablanca in the PAC on January 25th. More activities are planned for later in the spring. Watch for them!

Elliot McIntire

ATTACHMENT #7 CAMPUS RENOVATION PROJECTS

February 2020 Report

Residence Renovations:

Cottage 319- Almost completed.

Cottage 222 will be renovated into 3 one-bedroom homes.

Recently vacated cottages will be evaluated and a plan for reno will be created soon.

Temporary laundry- In process now and the construction will complete at the beginning of February. After that, equipment will be moved from current laundry and start up will begin in the new temporary location.

Sewers & Quilters temporary space- Expected to complete the first week in February.

Phase III-

As the buildings within the project site close down and vacate, some selective salvaging of usable materials will begin.

The remaining few residents will be relocated before deconstruction begins. That timeline is being refined.

Note: This list contains the known large projects that are currently being tracked; the number and scope of projects taking place at Rose Villa are subject to change from day to day, and this list should not be viewed as comprehensive.

ATTACHMENT #8 FACILITIES OPERATIONS REPORT February 2020 Report

EVS- 2019 Sustainability Report being produced for February release

- Tech Services- Data and phone Services to southernmost 6 cottages on E Schroeder were successfully re-fed from Oaks neighborhood in preparation for Ph 3 demo.
- Cable services are also being re-routed through Comcast in prep for Ph 3 demo
- Generator is being relocated to area near the loading dock this month
- Moveable Dog park fencing being researched for install at the Garden Dog Park
- Mike Prinkki moved to new role as Renovations Project Manager
- Michele Bailey moved to new role as Building Operations Manager

ATTACHMENT #9 RVI Board Report for the Council February 2020



REPORT TO RESIDENTS COUNCIL
Rose Villa Board of Directors Meeting

January 23, 2020

Brad Smith called the meeting to order at 9:00 a.m. in the Training Room.

Consent & Meeting Agendas

The Consent and Meeting Agendas were unanimously approved with no abstentions.

Consent agenda included December 13 Board meeting minutes along with reports from:

- CFO Finance Rose Villa has selected the Phase 3 Financing team. Financing scenarios for fixed or variable rate options are being reviewed. April 13, 2020 is the expected closing date. Virtual Information Executives presented their report on a company-wide IT assessment. Initial recommendations include creating policies and standards governing data, security and accountability, training, formation of an IT governance committee, development of policies and procedures, and the

development of a roadmap to move towards application consolidation and integration. Expenses are running slightly under budget),

- Sales and Marketing Existing housing is 100% sold,
- Health Services (Madrona Grove census is 40; Recruiting for RN Resident Care Manager; not accepting outside admissions to reduce census in preparation for transition to the new building and to provide space for independent living residents;),
- Phase 2 (Complete except for remediation & warranty work). LMC has completed repainting significant portion of Phase 2A homes. Green Hammer is working to address a difficult vertical sound issue.
- Phase 3 (Design development drawings in review.) Schroeder Lofts: 40% sold. Trillium Townhomes: 33% sold.

Phase 3 Financing

Zeigler presented options for bank and bond financing. Finance Committee recommends bond financing. Brad Smith led discussion.

Board Recruitment

Brad Smith led the discussion on the search for potential board candidates.

Committee Review

Resident Council Chair, Eric Shawn, will serve on the Finance and Governance Committees of the Board. Past Chair, Helen Lyons, Committee announcement pending. Vice-Chair, Philip Riedel, Committee announcement pending.

Board Officers Elected

President: Brad Smith. Vice-Presidents: Chris Krenk & Glenn Rodriguez. Secretary: Jennifer Conner-Smith. Treasurer: Eleanore Hunter. Activities include opportunities to attend a conference, New Employee Orientation, Resident Forum and volunteer in the community.

Reminders

Next Resident Forum: Tuesday, February 18, 2:30 pm. PAC

Reporting to the Residents Council,

Eric Shawn
Council Chair