



## COUNCIL MEETING NOTES - corrected

### March 2, 2020 Regular Meeting

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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 the lessons of history, a spouse's 76<sup>th</sup> birthday, Madrona Grove, the hearing loop in the PAC, the choir's recital last week, Bob's cookies

Consent Agenda February Meeting Notes were approved as circulated.

### Reports

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

Council Safety Committee (Janet Strickland) The Safety Committee did not meet in February. The next meeting is March 16 at 10:00 am in the Board Room.

Council Communication Committee (Cindy Brown) See Attachment #2  
75 residents have signed up for RVChat

Council Health Committee (Jerry Corn) Because of concern about the corona virus, residents and staff are cautioned to wash hands frequently and avoid touching their faces as much as possible. Anyone with symptoms of cold, fever, or cough should stay home. Erin Cornell and Bev Shields can help with information.

Madrona Grove Liaison (Lois Weathers) See Attachment #3  
Kick-off for the OMA program is today!

Archivist (Jean Coberly) no report this month

Food Think Tank (Suzanne Townsen) See Attachment #4  
A 3-ring binder with nutritional information about some of our menu items is available at the Grab-n-Go counter in Harvest Grill. Ask to see it!

Rose Villa Management (Tina Moullet) Effective yesterday, March 1<sup>st</sup>, Tina became Executive Director at Rose Villa. All Departments now report to Tina with Vassar providing strategic oversight for the entire company.

Tina thanked residents for participating in voting for best-liked chairs for future use in Phase 3.

The Foundation (Elliot McIntire) See Attachment #6

The Foundation's Annual Meeting is scheduled for March 31<sup>st</sup> in the PAC.

Group Reports Send to RVRACouncil@gmail.com by the 25<sup>th</sup> of the month.

## **Agenda – Continued Business**

Off-Campus Transportation (Julia Layden)

Discussion Item

Eric Shawn reported that discussion would continue at the March Executive Committee Meeting

## **Agenda – New Business**

Diversity, Equity, and Inclusion Tina Moullet introduced guest speaker Andrea Cano. Ms. Cano is currently working for Rose Villa as a DEI consultant. Ms. Cano detailed her work history and listed some companies where she has worked as a consultant. She noted that DEI means turning “us and them” into “we”.

## **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
- RVI Board of Directors Report for the Council See Attachment #9
- Nutrition Binder: There is a binder with nutrition information for selected Harvest Grill recipes in the Library and another at the Grab-n-Go counter in Harvest Grill.

## **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:

- (Feb 2020) Given the threat posed by corona virus, should RV cancel large-group meetings? Is food from Harvest Grill safe to eat?  
Response: This item has been referred to Administration for response. They will issue memos to the community, as needed, in regard to the corona virus.
- (Feb 2020) It's my understanding that RV began accepting non-RV residents into Madrona Grove to help control costs. If the new MG is going to be much smaller than the current MG, does that mean costs to live there will be a lot higher?  
Response: This item has been referred to Administration for response.
- (Feb 2020) For Phases I and II we were told construction workers would park off-campus and be transported to the worksite. That didn't happen. What's the plan for Phase 3?  
Response:

## Open Forum

- (Feb, Mar 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  
Response: The Council continues to support resident participation in the Clean Wind Program.
  - That the Administration automatically charge residents for the Clean Wind program and allow residents to opt-out of the program, if they wish  
Response: An opt-out program is not consistent with Rose Villa's philosophy of allowing residents to live the life they choose to live. An opt-in policy allows residents to choose to support the program or not support the program.
  - That residents who can afford to do so, cover the cost for those who can't  
Response: Residents are welcome to make additional donations to the Clean Wind Program in their own names but not in the names of other residents.
  - That RVI "make up the difference" if not all residents opt-in to the program  
Response: The Council does not support this proposal. Payment by RVI nullifies resident choice because RVI funds come from the residents including those who do not support the Clean Wind Program for various reasons.

## Upcoming Meetings

Next Forum: Tuesday, March 17, 2020, at 2:30 p.m. in the PAC

- Council speaker
- Group speaker

Next Council Meeting: April 6, 2020 at 1:00 PM in the PAC

Next Executive Committee Meeting: Saturday, March 14, 2020

Next Learn about the Council session: Saturday, March 28, 2020

**Meeting Adjourned** 2:30 p.m.

## ATTENDANCE

Number of Guests: 31

Staff Members in Attendance: Tina Moullet

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	P Suzanne Townsen (G#7)
P Bill Rector, Vice Chair	P Dori Jones (G#1)	P Julia Layden (Group #8)
P Marilee Wetten, Treasurer	P [ open ] (G#2)	P Jerry Corn (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
	AB Doug Walker (G#5)	

## Councilor Reports, March 2020

### Group 1 Dori Jones

### Health, Wellness and Safety

Wellness - Rene Swar: Please join our own Marty Bracken, Jenny Dickow, Andrew Puckett and Marianna Jones for a presentation, food demo and tasting, in the PAC on Thursday, March 26<sup>th</sup> at 2 pm.

Be a Rose Villa Viking! It is not too late to join Rose Villa's dragon boat team. First practice is Monday, March 30<sup>th</sup>. Contact Rene' at ext. 3284 to inquire.

Ready Force – Steve Morris: The Ready Force March meeting on March 10 will be a training session for Neighborhood Meetings. (This was postponed from February because I had a bad cold.) The goals for the neighborhood meetings are:

1. Share what Ready Force and Rose Villa are doing to prepare for disasters - and what we suggest residents do to prepare.
2. Share the 7 steps to take if an earthquake happens
3. Have residents share with their neighbors their disaster-related skills, supplies, and equipment.

The meetings will use the "Map Your Neighborhood" process, a FEMA supported program to help neighbors get to know each other, because early in a major disaster, neighbors are, initially, the primary disaster responders, because emergency responders are overwhelmed and are focused on major priorities.

UNA-USA – Kay Schmerber: In March UNA-USA Rose Villa Chapter will be hosting four of the Foreign Policy Association's **2020 Great Decision Film Series**. Out of the eight films, four received the most votes at our annual meeting in January: **Climate Change and the Global Order** (March 10<sup>th</sup> at 1:00 p.m.); **Artificial Intelligence and Data** (March 14<sup>th</sup> at 1:00 p.m.); **Modern Slavery and Human Trafficking** (March 21<sup>st</sup> at 2:00 p.m.); and **China's Road into Latin America** (March 24<sup>th</sup> at 1:00 p.m.) The full set of eight films and two Briefing Books will be available in our RV Library at the conclusion of the series. Hope to see you there!

Council Safety Committee – Janet Strickland: no report this month

## Group 2 [ open ] Service

Friendship Corps - Lois Weathers: February was filled with volunteer opportunities in Madrona Grove such as helping to sing Valentine Grams around campus, being a dance partner at the Rock and Roll Sock Hop, and assisting on their monthly outing for February, which was lunch at a Dim Sum restaurant. Yum!

March's MG Activities Calendar is likewise full of volunteer needs. Jacque Binder, MG Activity Coordinator, #3276, suggests regularly checking her monthly calendar on Touchtown. If there is an event that piques your interest, give Jacque a call and she will put you to work. Independent residents are always needed to accompany and sit with MG residents during campus activities in the PAC and for shared lunches together in the Harvest Grill. If volunteering with a definite day and time works best, there is presently a need for someone who loves reading and is able to push a library cart, to do the bi-monthly Bookmobile run in MG. It occurs every two weeks on Tuesday's at 2pm. It takes about an hour while visiting and passing out reading materials. There is no checkout accounting system to worry about.

Training is offered. Call Lois Weathers, x3240, re. the Bookmobile, or Jacque Binder, 3276, and/or Lois, if interested in volunteering in our awesome Madrona Grove.

Volunteer Recognition - Bill Rector:

Employee Christmas Fund – Marilee Wetten & Suzanne Townsen:

Checking account balance as of January 30, 2020	\$ 6,991.74
Deposits for February 2020	\$ 1,552.59
Christmas Checks cleared in February	\$ 380.21
Balance as of February 28, 2020	<u>\$ 8,164.12</u>

**Group 3 Byron Windhorst**

**Off-Campus Entertainment**

Off Campus Entertainment - Byron Windhorst: Lakewood Theatre has two plays left in the season:

March 26, The Odd Couple  
May 21, Funny Girl

Tickets for these 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.

Please remember: After you have purchased tickets, 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: Thirty residents sing in the Rose Villa Choir this term, which goes from January 31 through May 8. We meet in the PAC on Fridays from 10:30 - 12:00.

Signe Lusk, the temporary accompanist, enjoyed playing with us so much that she has agreed to stay with us the entire term, and to return next year with our wonderful director, Dale Shetler. We are most fortunate and very grateful to have them both.

We have invited friends and neighbors to help us celebrate Black History Month at the conclusion of the choir's regular rehearsal on Friday, February 28 — 11:30-12:00 in the PAC. We will sing:

- Come and Find the Quiet Center
- Hush! Somebody's Callin' My Name
- Let Love Come Near
- Let Us Carry Out That Dream
- O Eyes of My Beloved

We will sing at the Remembrance Ceremony in March and may visit Madrona Grove to sing sometime in March or April.

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: Thanks for the continuing supply of donations - you are helping keep the store interesting with new merchandise daily. Lately some donations have been dropped off when the store is not open and we are concerned about wind, rain, etc., doing some damage when we are not there to bring items inside. Please drop off donations only between the hours of 1-4 PM, Monday thru Saturday.

Our Attic Treasures Boutique on March 12 and 13, in the Club Room, will feature items from Around the World.

**Group 5 Doug Walker** **Outdoor Activities**

Community Garden - Jan and Dave Dobak: Spring has arrived and gardeners are busy preparing their plots for planting.

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:

Library - Jean Coberly: no report this month

**Group 7 Suzanne Townsen** **Hospitality**

Welcoming Committee – Susan Hyne

February 2020		Unit	Phone	Email	Buddies
20200203	Peter Eddy	6102	503-557-3370	<a href="mailto:eddyp@wou.edu">eddyp@wou.edu</a>	Lee Nolet and Bill Cunitz

20200224	James Bosket	319	503-949-3108	<a href="mailto:bosjen265@gmail.com">bosjen265@gmail.com</a>	Joe Shacter
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Potluck - Stephen Weislogel: The potluck was held on February 9th, 2020. The head count was 24. In Stephen's absence, Barbara Siddall met with Alice Jones regarding the miscommunication for the February Resident Potluck. I am attaching a copy of Barbara's notes that should be self-explanatory.

In addition, she produced a copy of the updated setup requested by Stephen and most of them were complied with for this last potluck.

Barbara Siddall - Meeting with Alice Jones Feb. 10, 2020  
RE: RESIDENT POTLUCK 2/9/20

I met with Alice Jones who is now in charge of Potluck Notifications. Apparently, our Event Form expired with the January 12, 2020 Resident Potluck so the February Potluck did not receive the proper notifications to residents or to Food & Beverage. She will make sure this oversight is properly processed in the future.

I showed Alice the report Stephen Weislogel gave to Rose Villa's Resident's Council Meeting on December 2, 2019 for reference. (see pages 8 & 9 of that report).

Alice and I went over the 'updated' set up request that Stephen wished and most of the items at the February Potluck were satisfied. I've noted on her information page of the missing Dessert plates; 2 Steak Knives; and 6 Dry, Folded Side Towels (only 1 towel originally supplied). Supplied, but not on this new list, is the soapy bucket of water on the Bussing Station. This was a great addition.

I noted on this list the containers as pitchers: 2 Water, 1 Iced Tea and 1 Lemonade seemed to be adequate. Coffee in smaller container did not clarify if it was Reg. or Caffeine Free (but it did have a Coffee tag outlined in green).

I indicated the serving tables include our 5 table setup, with black cloth, and serving dishes/flatware on the proper end.

The seating set up was a little out of balance. There was a missing table/chair set up in the Main Room which we moved back to its proper space. In addition, all the excess chairs were left in the way of utilizing the two long tables in the Orchard Room...we needed to move 20 chairs to one side.

Council Pet Committee (POST) – Suzanne Townsen: The Council Advisory Committee met on Thursday, February 6th 2020. We met and discussed the existing dog park.



## **Group 8 Julia Layden**

## **Sustainable Living**

Green Team – Jean Lofy: The Recycle Group published the first edition of the Rose Villa Recycling Guide on Touchtown under the Green Team icon and under the Recycling Heading.

It provides additional information to the original recycling Guide which is still on Touchtown.

There is also a form on Touchtown for anyone to submit updates to this document.

## **Group 9 Jerry Corn**

## **Leisure Activities**

Sewing & Quilting Studio – Pam Duren: The old sewing cottage is empty and things we are keeping are in the space across the street between the clinic and Treasure House. When the dust settles, we will unpack and put things in an accessible order for the 2-3 years. Old keys will open the new lock and the lockbox will have a key to get in. Meanwhile Beginning Quilting will meet on Friday's from 1-3 in the Art Studio in the south building. We are studying design principles and applying them to quilt design.

Woodshop – Tom Wilcox: Things seem to be running smoothly, but we are continuing to organize the Woodshop. We had a problem with some wiring and one of the heaters shorted out but it has been replaced and the wiring fixed. We have had several residents come in for assistance with things and have received some nice donations for helping them. We have a meeting of the Woodshop users scheduled for 9:30 am on March 9 to see what we might be able to do to improve things more.

Readers' Theater - Byron Windhorst: Readers Theatre continues to meet on Thursday afternoons next to the stage in the PAC at 2pm. We read 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: The Book Group continues to meet on the 2nd Tuesday at 2:00 PM in the Vista Lounge. We welcome anyone interested in reading books of fiction or non-fiction.

# ATTACHMENT #1

# Treasurer's Report – March 2020

## Residents' Association Council 2020 Report

<u>Committee Name</u>	<u>Jan-20</u>
RAC General	\$ 2,217.23
Garden Committee	\$ 1,224.44
Restricted Funds	813.15
P.O.S.T.	\$ 83.62
Choir	\$ 1,822.68
Wood Shop	\$ 2,952.05
Treasure House	\$ 7,913.45
Education Committee	\$ 7,623.04
Sewing & Craft	\$ 1,986.66
Library Committee	\$ 4,491.46
Totals Balance:	<u>\$ 31,127.78</u>
GC Bottle Drop -Account Balance	\$ 361.60
Bottle Drop - Total Donated 2020	\$ -

## General Council 2020 Report

<u>Date</u>	<u>Activity</u>	<u>Income</u>	<u>Expense</u>	<u>Balance</u>
	Balance as of December 2019			<u>\$ 2,217.23</u>
1/8/2020	Newcomer's Meal		30.00	
1/20/2020	Printing - Welcome packets		4.00	
1/28/2020	Printing- buddy packets		7.00	
1/29/2020	Printing - buddy packets		16.00	
1/30/2020	Printing - various		29.00	
	RVI Budgeted expense	86.00		
		86.00	86.00	
	Balance as of January 2020			<u>\$ 2,217.23</u>

## **ATTACHMENT #2**

### **Council Communications Committee March 2020**

The Communications Committee met on 2/18/20

Members present: Jerry Corn, Chairman; Marilyn Gottschall, Julia Layden, Joncile Martin, Cindy Brown

Discussed a user objection to communication style on RVChat. Issue referred to Committee for discussion of email etiquette. Discussed many possibilities, but potential list was decreased to avoid excessive rigidity and/or censure. The administrators of RVChat, Susan Hyne and Cindy Brown, will exercise restraint in identifying outliers in use of speech and intent, with subsequent notification to change offensive behavior.

There was a brief announcement of a short presentation at the Resident Forum later on the same day to promote RVChat as the preferred email user group for RV residents. A flyer had been placed in all resident cubicles to direct them to contact Susan Hyne or Cindy Brown to request connection. Classes will be held later for further instruction in RVChat use.

As requested by residents, the Food and Beverage staff has made the Nutritional Analysis of many Menu items available in Touchtown.

## **ATTACHMENT #3**

### **Madrona Grove Council Liaison Report March 2020**

Because of the dedication of our social worker, MaryHelen Clausing and her team, Madrona Grove now has an additional 12 new-trained Comfort Care volunteers available to sit with hospice residents in MG during their final days whenever their families and friends can't be there. The mission of this caring group is, "Nobody dies alone". If you are interested in being part of the next training, leave your contact info with MaryHelen, at x3044.

Marianna Jones, Opening Minds Through Art Program Coordinator, announces the kick-off for the Spring OMA classes is March 2<sup>nd</sup>. At present she has all the 1-on-1 Art Partner volunteers needed but welcomes additional hands for other jobs such as weekly prep of supplies, and assistance with the gala OMA Art Show held in the PAC at the end of the seven week program. Contact Marianna at x3276 or [mjones@rosevilla.org](mailto:mjones@rosevilla.org). Note: the next OMA session is planned for the fall.

## **ATTACHMENT #4      Food Think Tank Report March 2020**

The food think tank met on Thursday, February 6th, 2020. On Monday, March 2nd, lunch will be Grab & Go. The new Dinner menu will be available that evening. The new lunch menu will be available the next day.

On March 20th the Harvest Grill hours will be extended to 8pm. Transportation will be available Monday through Friday until 8 pm. Right now there is an issue with transportation on Saturdays. There may only be transportation until 7pm. All delivery orders must be placed by 6:45 pm now and that will not change when the hours change.

We discussed the results of the Holiday meal feedback.

There will be a 3-ring binder at Grab & Go with Nutritional Analysis on some menu items or past menu items. If people seek additional items broken down nutritionally, they can e-mail Norine as she usually does one item in each issue of the Scoop. It was discussed that perhaps an additional copy of the notebook could be kept in the Library.

Right now there are vegan desserts on Wednesday and gluten-free on Thursday.

There has been a request for more information on less familiar items. The staff will be adding further descriptions in the future.

In Phase 3 the Madrona Cafe is going to be coffee and espresso with breakfast items, more like a Starbuck's. They will also have smoothies. There will be seating like in a Starbuck's. Sunday Brunch will continue.

Issues for shut-ins was brought up. They do not learn about the specials, soups and the ability to do substitutions. Helen Lyons and Norine will meet to discuss this issue further. The question was raised if there was still a phone number to call for specials and soups. No one knew for sure. They are going to ask Beth.

Suzanne Townsen

## **ATTACHMENT #6**

## **Rose Villa Foundation Report March 2020**

The Foundation's Annual Meeting will be March 31st in the PAC. Snacks, soft drinks, and copies of the annual report will be available.

Rather than an auction this spring the Foundation will focus on two separate fundraising activities. The first is An Evening in Casablanca on Saturday April 25th. We will be re-creating Rick's Cafe Americain, complete with buffet snacks, drinks, and (shockingly), gambling! with roulette, blackjack, etc. Fabulous prizes for big winners at the end of the evening. Our second major fundraiser will be Rollin' on the River, next summer. Stay tuned for details.

The Foundation's Education and Enrichment Committee will also be offering workshops of interest to residents at roughly monthly intervals throughout the year.

Elliot McIntire

## **ATTACHMENT #7**

## **CAMPUS RENOVATION PROJECTS March 2020 Report**

### **Classic Cottages under vacate and/or renovation:**

307

318

95

Bldg. 3F (220, 221, & 222)

### **Rose Court –**

Exterior Upgrades; Preliminary Drafting, Logistics, & Scope Definition being determined.

### **NP, GG, & CAB –**

Backsplash Project; Contacting individual residents to assess need.

Ongoing warranty work; Exterior & Interior.

Lighting Project; Exterior assessment of overall lighting conditions. Research concerning the options available to dim/reduce the overall light output for the existing Make/Model of lighting used.

### **Phase III Zone-**

Temporary laundry- In process now and the construction will complete near the end of February. After that, equipment will be moved from current laundry and start up will begin in February/March.

As the buildings within the project site have closed down and have vacated, selective salvaging of usable materials has begun.

*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 March 2020 – no report this month

## ATTACHMENT #9

## RVI Board Report for the Council March 2020



### REPORT TO RESIDENTS COUNCIL Rose Villa Board of Directors Meeting

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February 27, 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 January 23 Board meeting minutes along with reports from:

- Sales and Marketing Phase 1 & 2 housing 100% sold; Classic Cottages 98% sold; Phase 3 housing: Schroeder Lofts 60% sold; Trillium Townhomes 33% sold.
- Health Services (Madrona Grove census is 37; Recruiting for RN Resident Care Manager; not accepting outside admissions 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 continues warranty repainting of Phase 2A homes. Green Hammer is working to address a difficult vertical sound issue.
- Phase 3 (March 30 target for early mobilization and demolition.)

#### **Phase 3 Financing**

Finance Committee recommended board resolution for bond financing. The Board voted to approve the resolution.

#### **2019 Financial Audit**

Kristen Brooks of Hansen-Hunter & Co. presented the financial audit with the opinion financial statements present fairly in all material aspects the 2018 and 2019 financial position of Rose Villa, Inc.. The Board accepted the audit.

Reporting to the Residents Council,

Eric Shawn  
Council Chair