



# COUNCIL MEETING NOTES

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July 13, 2020 Regular Meeting

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Call to Order Eric Shawn called the meeting to order at 1:00 PM.

Cindy Brown and Steve Morris are co-hosting the Zoom format for today's meeting. Seven Councilors are needed for a quorum; nine are present.

What we value and are grateful for Rose Villa employees: Suzanne Townsen reported that the Thank You Fund distributed around \$31,000 to RV employees in appreciation for keeping us safe and fed during the shutdown. Each employee received a check for \$150.

Lois Weathers paid tribute to Vivian Scheans who recently passed. Most recently, Vivian was Madrona Grove representative to the Resident Council. She is well-known for her service to the community including the Gesneriad Society and the Fiber Circle.

Consent Agenda The June Meeting Notes were approved as published.

## Reports

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

Council Safety Committee (Janet Strickland)

The Safety Committee did not meet in June.

Council Communications Committee (Cindy Brown)

Member appointments are as follows: Cynthia Brown (chair), Jerry Corn (Councilor), Andrea Drury, Marilyn Gottschall, Hank Hadaway, Susan Hyne, Mayo Marsh, Joncile Martin, Steve Morris, Al Ringquist, Judy Wathen and Paul Wathen. Katie Morales is the administration liaison.

Current projects include RV Today and the resident website which can be accessed at <https://RVillagers.org>

Council Health Committee (Jerry Corn) See Attachment #2

The Health Committee urges residents in Independent Living to complete and turn in three forms: an RV Emergency Information Form, a POLST, and an Advance Directive.

Madrona Grove Liaison (Lois Weathers) See Attachment #3

Residents are reported becoming more comfortable with virtual meetings as staff help them meet up with family for weekly Zoom dates.

Archivist (Jean Coberly) no report this month

Food Think Tank (Suzanne Townsen) No meeting this month.

Madrona Grove (Erin Cornell) State-mandated Covid-19 testing of Madrona Grove residents and RV employees was started today.

Outdoor visits with Madrona Grove residents are now permitted. These in-person visits are welcomed by both Madrona Grove residents and their families.

Small-group meetings of independent living residents (fewer than 10) are acceptable but all participants should wear masks.

Rose Villa Management (Tina Moullet) July 15<sup>th</sup> is the expected Phase 3 construction start date.

The program for internal moves is open again after being closed for several months. "Internal Moves" refers to a current resident moving to a different RV apartment.

Many staff members are continuing to work remotely.

There have been a number of changes to service delivery as the administration works to control costs during the pandemic. The audited 2019 RV Financial Statements and Disclosure Statement are available on Touchtown under the RVI Reports icon.

The Foundation (Elliot McIntire) Like many groups on campus, Foundation activities are shaped by how to respond to Covid 19. We plan to hold a widely spaced trivia contest for Pacesetters later this month, and continue to evaluate the status of previously scheduled fundraising events.

The Education and Enrichment committee is exploring ways to bring meaningful presentations to Rose Villa. Look forward to announcements of future activities.

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

## **Agenda – Continued Business**

## **Agenda – New Business**

Communications Committee (Cindy Brown) Discussion Item

Cindy is requesting that the mission statement (Charge) for the Communications Committee be revised as follows:

*The mission of the Communications Committee is to build community by*

- *Fostering clear and effective communication among residents*
- *Facilitating communications between the Council and the residents*
- *Working with RV administration to improve communication with residents*

Eric requested that the committee charge include collaboration and making sure communication reaches all residents as deliverables and be presented in the format received from Linda Reed.

The resident website can be accessed at <https://RVillagers.org> WordPress is hosting the site.

### Resident Issue (Bill Rector) Discussion Item

Bill noted that walking from the south end of Schroeder past the Phase 3 construction area is extremely difficult for several residents—particularly those with walkers. The lack of sidewalks, debris on the street, and areas where the asphalt has been cut make walking treacherous.

After a brief discussion, the item was referred to the Council Safety Committee for follow-up. Tina Moullet will also follow up and discuss with staff.

## **Announcements and Updates**

- A Council Committee for inclusion and diversity is being formed. Anyone interested in serving on this committee is asked to contact Eric Shawn. See Attachment #5 for the committee charge.
- A Nominating Committee for the November 2020 Residents Association election is being formed.
- RVI Board of Directors Report for the Council See Attachment #4
- Campus Renovation Update no report this month
- Facilities Operations Update no report this month
- RVChat is a private project of the RVChat moderators and is independent of Rose Villa Inc and the Resident Council

## **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:

**Open Forum:** none

## **Upcoming Meetings**

Next Forum: Tuesday, July 21, 2020, at 2:30 PM Zoom meeting

Next Council Meeting: August 3, 2020 at 1:00 PM Zoom meeting

Next Executive Committee Meeting: Saturday, July 11, 2020, Zoom mtg

Next Learn about the Council session:

**Meeting Adjourned** 2:00 PM

## **ATTENDANCE**

Number of Guests:

Staff Members in Attendance: Tina Moullet, Erin Cornell

### **Council Members in Attendance**

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

# Councilor Reports, July 2020

## Group 1 Dori Jones

## Health, Wellness and Safety

### Wellness -- Rene Swar:

Ready Force – Steve Morris: The Ready Force is working on implementing the Neighborhood Meetings we had prepared for last February. The original plan was, of course, to have in-person meetings. We are moving ahead with Zoom meetings.

The goal:

- Communicate the Disaster Preparation Core Plan
- Use the Map Your Neighborhood process to help each neighborhood prepare, and to develop a record of disaster prep supplies, equipment and skills that Rose Villa residents have
- To facilitate community development by connecting residents to each other in a neighborhood meeting

### UNA-USA – Kay Schmerber:

Council Safety Committee – Janet Strickland: no report this month

## Group 2 [ open ]

## Service

### Friendship Corps - Lois Weathers:

### Volunteer Recognition - Bill Rector:

### Employee Christmas Fund – Marilee Wetten & Suzanne Townsen:

No meeting this month. We did mount last years display in the South Building hallway by Resident Services.

Checking account balance as of May 29, 2020	\$ 15,826.18
Deposits for June 2020	\$ 3,487.19
2019 Christmas Checks cleared in June	\$ 586.36
Balance as of May 31, 2020	<u>\$ 18,727.01</u>

Thank You Fund Total        \$31,115.00

### **Group 3 Byron Windhorst**

### **Off-Campus Entertainment**

Off Campus Entertainment - Byron Windhorst: Due to Covid-19, no events are scheduled off campus. Please use your masks and follow safe procedures as directed by the Administration.

Rose Villa Choir – Miranda Manners, Andrea Drury: 15 choir members and director Dale Shetler met for a Zoom reunion on June 19, 2020. We had a good time checking in with each other — hearing what people were doing to get out and about. McIver State Park, Leach Botanical Garden, old growth forests, Mt. Hood Loop to name a few.

It's unlikely the choir will be able to sing together in person until a vaccine is available to protect against the COVID-19 virus.

We may Zoom again in August.

### **Group 4 Judie Hansen**

### **Spiritual Well-Being**

Solarium Worship - Bud Robinson: no report this month

United Christian Fellowship – Jackie West: Sunday evening (6:30 pm) Vespers are available on Zoom. See Touchtown Flyers icon, Helpful Live Links for access information.

Treasure House - Judie Hansen:

### **Group 5 Doug Walker**

### **Outdoor Activities**

Community Garden - Jan and Dave Dobak: Crops are growing. Harvesting of early crops has begun. Predation by nutria and slugs is high this year.

We have 43 gardeners enrolled.

Our meetings on the first Thursday of each month of each month are suspended during the emergency.

Tuesday Market - Susan Hyne and Carolyn Bailey:

### **Group 6 M.A. Malone**

### **Communication**

RV News - Lori Carter:

Library - Jean Coberly:

### **Group 7 Suzanne Townsen**

### **Hospitality**

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

Potluck – [ open ]: Potlucks are postponed for the near future.

Council Pet Committee (POST) – Suzanne Townsen: Sent cartoon for Rose Villa News, although Rose Villa News won't have an August issue.

## **Group 8 Julia Layden**

## **Sustainable Living**

Green Team – Jean Lofy: Bringing Nature Home has a plot in the community garden to nurture native plants for future projects. The Food Team continues to work its 6 plots in the community garden to grow crops that store well such as potatoes, corn and squash.

## **Group 9 Jery Corn**

## **Leisure Activities**

Sewing & Quilting Studio – Pam Duren:

Woodshop – Tom Wilcox:

Readers' Theater - Byron Windhorst: Readers Theatre has found Zoom. We meet each Thursday at 2pm. Zoom offers us the opportunity to read plays and short writings together from the safety of our homes. In addition, those who would rather just listen may do so. This opportunity is also available for those who wish to use the telephone to listen. The link to the Zoom is sent to RVChat one hour in advance of Readers Theatre every Thursday.

During May, Readers Theatre read through the 2012-2016 programs which were presented at the Employee Recognition events. These programs were written by Muriel Ganopole. We are continuing to read her other works from the creative writing class.

((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. We 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. New residents?))

Book Club - Evelyn Cole:

# Attachments to Council Notes, July 2020

## ATTACHMENT #1 Treasurer's Report – July 2020 page 1 of 2

Residents' Association Council  
2020 Report

<u>Committee Name</u>	<u>Jun-20</u>
RAC General	\$ 2,217.23
Garden Committee	\$ 1,244.44
Restricted Funds (Free Money)	710.15
P.O.S.T.	\$ 83.62
Choir	\$ 2,204.18
Wood Shop	\$ 2,804.06
Treasure House	\$ 15,920.70
Functional Fitness	\$ 7,263.04
Sewing & Craft	\$ 2,259.66
Library Committee	\$ 3,478.62
ECF Party Fund	0
<b>Totals Balance:</b>	<b>\$ 38,185.70</b>
<b>GC Bottle Drop -Activity</b>	
Balance 1/31.2020	\$ 361.60
Deposits	
Donations	\$ (361.60)
Balance end of month	\$ -
2020 Donation to Rose Villa Foundation	\$ 361.60



**ATTACHMENT #1      Treasurer's Report – July 2020** Page 2 of 2

General Council  
2020 Report

<u>Date</u>	<u>Activity</u>	<u>Income</u>	<u>Expense</u>	<u>Balance</u>
	Balance as of December 2019			\$ 2,217.23
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	
	<i>RVI Budgeted expense</i>	<i>86.00</i>		
		86.00	86.00	
	Balance as of January 2020			\$ 2,217.23
2/29/2020	Newcomer's Meal		17.00	
	<i>RVI Budgeted expense</i>	<i>17.00</i>		
		17.00	17.00	
	Balance as of January 2020			\$ 2,217.23
3/31/2020	Res Council Zoom Subs.		149.90	
	<i>RVI Budgeted expense</i>	<i>149.90</i>		
		149.90	149.90	
	Balance as of March 2020			\$ 2,217.23
5/31/2020	Printing - Res Council Folder		23.00	
	<i>RVI Budgeted expense</i>	<i>23.00</i>		
		23.00	23.00	
	Balance as of May 2020			\$ 2,217.23
6/30/2020	No Activity - June			
	Balance as of June 2020			\$ 2,217.23

**Club Room Coffee**

		Expenses	Income	Balance
12/1/2019	Deposit		\$37.30	\$42.39
1/1/2020	Deposit		\$31.56	\$73.95
1/10/20	Coffee / Creamer	\$46.15		\$27.80
2/29/2020	Deposit		\$29.00	\$56.80
3/30/2020	Deposit		\$26.50	\$83.30
6/1/2020	Deposit		\$35.50	\$118.80
6/19/2020	Coffee	\$36.99		\$81.81

## **ATTACHMENT #2 Council Health Committee Report** page 1 of 2 **July 2020**

The Committee has met only once during this month. The chairman, Jerry Corn, has continued to meet weekly with the Rose Villa Coronavirus Task Force and has actively engaged in decision-making to establish policies and procedures that affect daily life for Madrona Grove residents, Independent Living residents and staff working at Rose Villa. These discussions and decisions have been documented in the Minutes of the Task Force.

The Community Health Committee met on June 19 to discuss the concept of a “buddy system” to help residents living alone make routine (daily or fewer) connections with other residents who might benefit from this contact. Especially in this time of “Social Distancing” and fear about a potentially deadly virus, our residents have expressed the desire to have someone regularly checking in with them. Walt Schaffer, an *ad hoc* Committee member asked to join us because of his experience contacting isolated and frail residents, discussed these experiences, as did Committee member, Carolyn Bailey. In addition, Penny Ramos was asked to join this discussion after she expressed concern to Jerry Corn about the recent isolated death of a independent living community member.

Walt volunteered to author a first draft of a flyer to be stuffed in all residents’ cubbies. The Committee read the draft and further contributed several suggested edits. There was still some concern expressed by Walt and Carolyn that many residents would resent the intrusion in their lives. However, the other Committee members agreed to proceed to see the response to the flyer. Mary Helen Clausing agreed to sponsor the printing of the flyers and to receive a tear-off by interested residents. Mary Helen will then serve as a “match-maker” to partner up these interested residents. The flyers were also sent out to all residents via email and will also be sent on RVChat. There will be a spot on RV Today to encourage resident participation.

Of note, one Committee member resigned because of personal health concerns.

At future meetings we will discuss encouraging use of POLST forms and Advance Directives, and education of residents to urge them to update adult immunizations, such as Influenza vaccine and Pneumonia vaccine.

I have attached a copy of the flyer.

## **Need More Social Interaction?**

**Life is not the way it was** ever since Governor Brown issued a stay at home order on March 24th. Our lives have been upended in a way that most of us have never experienced.

We have all been isolated from our daily routines, away from family or friends which is making times more difficult than we could have ever imagined. It can be hard, especially for those of us who live alone.

**One Suggestion - Become a Phone Pal.** Most of us are experiencing the same type of issues so why not reach out to one of your neighbors, or have them reach out to you. Here's how:

1. Take action by completing the form below and returning it to the Resident Services counter. Once the form is turned in, you will be offered a Phone Pal from one of your Rose Villa neighbors.
2. During your first call, you and your pal decide how often you wish to talk, although a daily chat might be a good way to start out.
3. Your Phone Pal will be there to connect with you just to have a chat and see how everything is going. And, if you need any kind of assistance, your phone pal might be able to offer or seek help.

**This is a resident-driven program** because we are truly here for each other. This is completely voluntary on your part but it may be a good way to know that someone has your back. No obligations and you can stop any time you wish.

### **Become a Pal**

\_\_\_\_\_cut here\_\_\_\_\_

**Turn into Resident Services**

**Print Name** \_\_\_\_\_ **Apt.** \_\_\_\_\_

## **ATTACHMENT #3 Madrona Grove Liaison Report – July 2020**

I would like to share with our RV community, the following news of some the creative happenings inside Madrona Grove during this time of isolation. Jacque Binder, Activities and Volunteer Coordinator, reports the following:

- While both residents and staff miss the outside community, they are keeping a positive outlook and getting very creative to make activities happen.
- Hallway exercise classes with Marianna occur 5x a week.
- A weekly colorful newsletter (posted outside on MG bulletin board), full of humor, photos, news, and song lyrics is passed out on Sunday mornings along with a coffee, tea, and cocoa cart.
- On Wed and Sat, Jenny Dicklow, Dietary Mgr, takes her guitar, and with Jacque, becomes a traveling band throughout the halls encouraging residents to sing with them the lyrics of the songs published the week before in the newsletter.
- Inspired by the bookmobile, a Sunday ice cream truck is taken door-to-door accompanied by the familiar ice cream music. Jacque reports this activity has been the most popular of all.
- Flowers donated to each resident by a family of MG celebrated May Day.
- Window herb gardens (supplies from Seeds, Patti Haltom) were created as a 1 on 1 activity to help bring life and spring fragrance to rooms.
- The courtyard garden, under Marianna's guidance, is in "full swing."
- Residents are reported becoming more comfortable with virtual meetings as staff help them meet up with family for weekly Zoom dates. Family members can also visit through windows in the rooms that circle the courtyard garden.
- In the tradition of Monty Python, residents are requested to "strut their silliest walk" outside MG windows from 12-2pm.
- Residents and staff "loved being a part of the Good Friday worship broadcast."
- Residents, with a staff member, are enjoying walks outside during good weather.

Finally, as the above activities clearly portray, the health services team in MG is truly amazing! Despite challenging conditions, they are providing excellent compassionate care, supporting one another, being super creative and flexible, and ensuring safety is at the forefront of every decision made.

Yes, Rose Villa community, our Madrona Grove Health Services Team is truly a Rose Villa TREASURE!

# ATTACHMENT #4 RVI Board Report to the Council – July 2020



## REPORT TO RESIDENTS COUNCIL

### Rose Villa Board of Directors Meeting

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June 25, 2020

**Brad Smith called the Zoom meeting to order at 7:35 a.m.**

#### **Consent & Meeting Agendas**

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

Consent agenda included April 16 Board meeting minutes along with reports from:

- **CFO** – Summary of Phase 3 financing.
- **Sales and Marketing** - Phase 1 & 2 housing 99% sold (1 apt for sale); Classic Cottages 97% sold (2 for sale); Phase 3 housing: Schroeder Lofts 74% sold (9 for sale); Trillium Townhomes 33% sold (4 for sale). Wait list: 186.
- **Health Services** - Madrona Grove census is 34, holding empty rooms for potential virus related isolation. Kimberly Gaerlan hired as RN Resident Care Manager. Added four RNs to meet coverage requirements. Not accepting outside admissions in preparation for transition to the new building and to provide space for independent living residents). Securing personal protective equipment.
- **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** – Demolition is almost complete. Presales at 70%. Main construction starts July 2020. All construction complete by July 2022.

#### **Phase 3 Financing**

The Board voted to approve Phase 3 early work and the line of credit with Washington Federal with decisions on use delegated to the Finance Committee. \$77,845,000 in tax exempt bonds were issued on June 25.

#### **COVID-19 Update and Testing**

Campus remains free of virus cases. Blanket testing of nursing facility residents and staff begins in the Fall.

#### **Signing Authority Resolution**

The Board voted to approve the resolution for signing contracts.

#### **DEIA Program**

Katie Morales will be the main coordinator of a group to link DEIA efforts of residents, staff and the Board. The chair of a new Residents Council Committee will be part of this group.

#### **Ethics Committee**

The Ethics Committee has been reconvened to address COVID-19 dilemmas in Madrona Grove. Board members Chris Krenk and Glenn Rodriguez will serve on this committee along with various staff members.

#### **Announcements**

Jennifer Connor-Smith has resigned from the Board to address work and home life disrupted by COVID-19.

#### **Executive Session**

Staff were excused.

The meeting was adjourned at 9:37 a.m.

Reporting to the Residents Council,

*Eric Shawn* Council Chair



RESIDENTS COUNCIL  
iDREAM Committee Charge

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July 23, 2020

One purpose of our Residents' Association is to promote an atmosphere of collaboration that ensures the social, spiritual, cultural, recreational and environmental well-being of the whole community.

The iDREAM Committee supports this vision by identifying and encouraging actions needed to achieve inclusion, diversity, respect, equity, accessibility and multiculturalism.

**Name:** Residents Council iDREAM Committee  
(Inclusion, Diversity, Respect, Equity, Accessibility, Multiculturalism)

**Purpose:** Recommend to the Residents Council solutions that remove structural obstacles and expand structural support for iDREAM at Rose Villa and beyond.

**Scope/Tasks:**

- Identify, initiate and coordinate ways to support residents as they reflect upon, discuss and undertake actions related to iDREAM.
- Identify internal (personal, generational) and external (organizational/institutional) OBSTACLES to iDREAM.
- Identify SOLUTIONS that accomplish iDREAM at Rose Villa and beyond.

**2020 Deliverables:**

- Before the August 2020 Residents Council meeting, schedule and announce to residents the first meeting of the Committee.
- Before the September 2020 Residents Council meeting identify and activate one or more ways to support and encourage resident interest in the purpose and scope of iDREAM.
- Before the December 2020 Residents Council meeting, prepare a draft of 2021 Committee deliverables.

**Committee Meetings:**

- The Committee meets at least once a month, maintains meeting notes and provides monthly written reports to the Residents Council one week prior to Council meetings.
- The Committee announces meetings to residents at least one week in advance so that any member of the Residents Association may attend and participate.
- Committee members appointed by the Council Chair are the voting members.

**Committee Appointments:**

- The Residents Council Chair, after consulting with the Executive Committee, appoints the iDREAM Committee Chair and members. (RVRA Bylaws, Article V, sections 1 & 2)
- Members appointed to the Committee shall normally have a one year term that may be renewed by the incoming Council Chair in January. The terms of the first Committee shall expire on December 31, 2020.

- The Chair of the iDREAM Committee is a member of the Rose Villa DEIA Coordinating Committee.
- At least one member of the Residents Council is a member of the Committee.
- The Committee determines how many appointed members are needed to effectively achieve the purpose. The Committee Chair forwards recommendations for additional members to the Council Chair for appointment.
- Rose Villa management appoints an administrative liaison to serve on the Committee.

**2020 Committee Members:**

- Joan Clark, Chair (3034 – Pocket Neighborhood)
- Kikue Rich (115 – Central West Classic Cottages)
- Julia Layden, Councilor (4202 – South Main)
- Lois Weathers, Madrona Grove liaison (240 – NW Classic Cottages)
- Don Lehman (6301 – Garden Grove)
- Pat Matthews (245 – NW Classic Cottages)



Eric Shawn, Residents Council Chair