

November 2, 2020

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 today
Seven elected Council members are needed for a quorum; ten are present.

What we value and are grateful for the national election is tomorrow so uproar is almost done, residents who are running for election to the Council, good weather in November

Consent Agenda October Meeting Notes – accepted as published

Reports

Treasurer's Report (Marilee Wetten, Paul Wathen) See Attachment #1
The new quarterly report is attached

Council Safety Committee (Janet Strickland) The Committee did not meet in October.

Council Communications Committee (Cindy Brown) See Attachment #2
Work on the major projects is ongoing. The Survey Group is investigating ways to improve communication with residents who do not use computers. Policies for the various channels of communication are explained in Attachment #2.

Council Health Committee (Jerry Corn) See Attachment #3
Jerry reported that some important health forms are now on Touchtown under the Forms Icon. They include Oregon's Advance Directive form, the POLST, and the RV Emergency Info form. If you haven't completed these forms, please do so and turn them in at the Resident Services counter.

The Health Committee is concerned about a potential increase in anxiety and depression among residents as the winter weather results in even more social isolation. The Committee has reached out to Arlin Brown, Psychiatrist, and Bob Weisman, Psychologist, for their professional input on behavioral health issues.
Jerry referenced Eric Shawn's spreadsheet showing the dramatic rise in Covid-19 cases in Clackamas County and strongly urged residents to socially distance, wash their hands, and wear their masks—especially during the holiday season.

Madrona Grove Liaison (Lois Weathers) See Attachment #4
One of the best things to happen in Madrona Grove since the Covid-19 lockdown began, happened this past month: *MG residents can once again eat both lunch*

and dinner together in a safe socially distanced group setting--something that hasn't been possible for 6+ months! Every resident that wants the opportunity to eat with people now can! This is only possible because of a lot of hard work by Jacque Binder, Marty Bracken, Jenny Dickow, Food & Beverage staff, CNA's, and MG Management. Thank you!

Activities continue in MG. Both staff and residents enjoy watching the Rose Villa Today show every Friday afternoon. And a big "thank you" to the RV Foundation for supplying iPads so residents can visit with their families.

Food Think Tank (Suzanne Townsen) no meeting in October

Council iDREAM Committee (Joan Clark) See Attachment #5

The iDREAM Committee has joined with RV UNA-USA to encourage RV residents to support the 2020 UNICEF Drive. UNICEF aids national efforts to improve the health, nutrition, education, and general welfare of children. A goal of \$4,000 has been set for the 2020 campaign.

This holiday season, Julia Layden and Jean Coberly are encouraging residents to gift a dvd about one of the iDREAM themes to the library.

Rose Villa Management (Tina Moullet) See Attachment #6

One staff member has tested positive for Covid-19 which means Rose Villa is now listed in Outbreak status.

Reminder, Clackamas County is still in Phase I. That means 6-foot social distancing, no more than 10 people may gather together, don't remove masks if you're meeting indoors with people outside of your household, no food/beverage consumed indoors in groups.

The Emergency Preparedness Team is currently working on Incident Command, Incident Communication, and Incident Emergency Preparedness.

The Foundation (Elliot McIntire)

We are in the midst of our Fall Fund raiser, Come Fly With Us. Support your favorite balloon by contributing across from Resident Services.

Other events include Listen and Explore sessions to inform about the Foundation and what it does, a winter trivia contest for Pacesetters, and a series of workshops from the Education and Enrichment Committee.

Barbara Tuck and Jack Duren complete their term on the board at the end of December, and will be replaced by Don Lehman and Peter Eddy.

Renovations Report See Attachment #7

Facilities Operations Report See Attachment #8

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

Agenda – Continued Business

Nominations from the Floor (Helen Lyons) Announcement

Since we will all be voting by Absentee Ballot this year, we are accepting nominations from the floor today for the Vice-Chair and Councilor positions.

- Nominees for Vice-Chair must have served at least one year on a previous RV Resident Council or be currently serving on the 2020 Council.
- All residents are eligible to be nominated for Councilor positions
- 2020 Council members who complete their terms this year (with the exception of candidates for vice-chair) must be off the Council for a year before being eligible to serve again

Chair Eric Shawn called for nominations from the floor. There were none.

Agenda – New Business

Absentee Voting (Helen Lyons) Announcement

Each RV resident should receive a ballot in their cubby on November 9th

Vote during the week of November 9th through November 13th

Drop your ballot in the Ballot Box at the Resident Services Counter

Election results will be tabulated by the Election Committee. Members of the Committee are Eric Shawn, Jean Coberly, and Kay Schmerber.

Election results will be announced at the RVRA Annual Meeting on November 16th

The newly elected Council members will take office on January 1, 2021

Announcements and Updates

Council Co-Secretaries Evelyn Cole and Darlene Larson announced that after serving for 2 years as Co-Secretaries, they wished to resign at the end of 2020.

Suzanne Townsend, Employee Christmas Fund Chair, reminded residents that gifts to the Fund need to be dropped off this month. There's a lockbox by the ATM and another on the wall display near the mailboxes. The Fund balance, as of October 31st, is \$51,070.41.

Suggestion Box

Suggestions & responses are published each month in the meeting notes.

Oct 2020 A Zoom training session could precede each monthly Council meeting. These sessions would help residents feel more comfortable participating in meetings.

Response Excellent idea. Training sessions will commence immediately. Susan Hyne will conduct the training.

Oct 2020 When the construction is finished could we please not have so many punitive speed bumps installed?

Response This suggestion has been forwarded to the Safety Committee for follow-up.

Open Forum:

Upcoming Meetings

Next Forum: Friday November 13, 2020, at 2:30 PM Zoom meeting

Next Council Meeting: December 7, 2020 at 1:00 PM Zoom meeting

Next Executive Committee Meeting: Saturday, November 14, 2020

Next Learn about the Council session:

RVRA Annual Meeting: November 16, 2020 at 1:30 PM Zoom meeting

Meeting Adjourned 1:40 PM

ATTENDANCE

Staff Members in Attendance: Tina Moullet

Guests in Attendance 29

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 Townsen (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)
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, November 2020

Group 1 Dori Jones

Health, Wellness and Safety

Wellness -- Rene Swar: no report this month

Ready Force – Steve Morris:

UNA-USA – Kay Schmerber: Our UNA Chapter has been busy this last month with three initiatives:

1. The Oregon UNA-USA Chapters celebrated the **75th anniversary of the United Nations** with a live, virtual event on October 22, 2020.

2. UNA at Rose Villa submitted **a proposal to become a partner with the RVRC iDREAM Committee** on October 12, 2020. **Four of the Sustainability Goals of the United Nations overlap directly with the purpose of the Committee:** Education to overcome ignorance and empower individuals and communities; Research and Innovation to identify structural/systemic barriers to wealth inequality and accessibility; Communication and Collaboration with diverse communities to mitigate institutional injustice and exclusion; and Develop Partnerships/allies to share labor and resources. Part of UNA's mission is to support the UN's Sustainability Goals at the local level, believing that local cooperation and advocacy is the way to achieve global change. The iDREAM Committee accepted the UNA Proposal.

3. **Rotary District 5100 of Milwaukie** offered to “plant” a **PEACE POLE** in a prominent spot on the grounds of Rose Villa, at no cost. RV Administration accepted the gift and approved a location in the green strip along River Road near the anniversary sign.

Council Safety Committee – Janet Strickland:

Group 2 [open]

Service

Friendship Corps - Lois Weathers:

Volunteer Recognition - Bill Rector:

Employee Christmas Fund – Paul Wathen, Marilee Wetten & Suzanne Townsen:

Balance as of October 31, 2020 \$ 51,070.41

See Attachment #1

Sent out Christmas Fund Flyer to residents.

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 safety procedures as directed by Administration.

Rose Villa Choir – Miranda Manners, Andrea Drury: 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.

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 Helpful Live Links under the Touchtown Flyers icon for access information.

Treasure House - Judie Hansen:

Group 5 Doug Walker

Outdoor Activities

Community Garden - Jan and Dave Dobak: We have 47 gardeners enrolled. There are still a couple of vacant plots available. Renewals for next year will be occurring this month.

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

Tuesday Market - Susan Hyne and Carolyn Bailey:

Group 6 M.A. Malone

Communication

Rose Villa 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: No meeting this month.

Food Think Tank – Suzanne Townsen: No meeting this month.

Group 8 Julia Layden

Sustainable Living

Green Team – Jean Lofy: The Food Team of the Green Team harvested over 700 pounds of squash this month. Some of it will be shared among the Food Team members. Some of it will be used to see how well it stores. Some will be used for saving seeds. The rest of it will be donated to the Good Roots Food Bank.

Group 9 Jerry Corn

Leisure Activities

Sewing & Quilting Studio – Pam Duren:

Woodshop – Tom Wilcox:

Readers' Theater - Byron Windhorst Readers Theatre meets each Thursday at 1pm to read short plays with each person reading a part of one of the actors. No memorization or acting experience is required and we read within the group, unless we decide to practice for some kind of group performance. Your ideas and participation are very valuable. New residents?

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 or two hours in advance of Readers Theatre every Thursday. A few residents who are interested but not on RVChat, get an email invitation.

During September and October, we continued to read some works written by Muriel Ganopole plus works we've enjoyed in the past.

Book Club – Evelyn Cole

Attachments to Council Minutes, November 2020

ATTACHMENT #1 Treasurer's Report – 3rd qtr 2020 page 1 of 3

Residents' Association Council
2020 Report

Committee Name	20-Sep
RAC General	\$ 2,217.23
Garden Committee	\$ 1,142.18
Restricted Funds (Free Money)	710.15
P.O.S.T.	\$ 83.62
Choir	\$ 2,204.18
Wood Shop	\$ 3,655.82
Treasure House	\$ 6,964.15
Functional Fitness	\$ 7,263.04
Sewing & Craft	\$ 2,259.66
Library Committee	\$ 3,218.87
ECF Party Fund	0
Totals Balance:	\$ 29,718.90
GC Bottle Drop -Activity	This activity now bypasses the Council and flows directly to Foundation
Total 2020 Donation to Rose Villa Foundation	\$ 1,827.60

ATTACHMENT #1 Treasurer's Report – 3rd qtr 2020 Page 2 of 3

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	
	RVI Budgeted expense	86.00		
		86.00	86.00	
	Balance as of January 2020			\$ 2,217.23
2/29/2020	Newcomer's Meal		17.00	
	RVI Budgeted expense	17.00		
		17.00	17.00	
	Balance as of January 2020			\$ 2,217.23
3/31/2020	Res Council Zoom Subs.		149.90	
	RVI Budgeted expense	149.90		
		149.90	149.90	
	Balance as of March 2020			\$ 2,217.23
5/31/2020	Printing - Res Council Folder		23.00	
	RVI Budgeted expense	23.00		
		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
7/30/2020	Portland Badge		10.86	
	RVI Budgeted expense	10.86		
		10.86	10.86	
	Balance as of September 2020			\$ 2,217.23

Rose Villa Residents' Association

Treasurer's Report

For the month ending **October 31, 2020**

Employee Christmas Fund

Beginning balance		\$28,319.54
Deposits and other credits	\$22,868.19	
Checks and other debits	<u>\$117.32</u>	<u>\$22,750.87</u>
Ending balance		\$51,070.41

Checks outstanding \$10.00

Employee Thank You Fund

Beginning balance		\$1,415.00
Deposits and other credits		
Checks and other debits	<u>\$150.00</u>	<u>-\$150.00</u>
Ending balance		\$1,265.00

Checks outstanding

PAUL WATHEN

Treasurer

ATTACHMENT #2 Council Communications Committee Report

November 2020

Rose Villa Resident Communication Channel Policies

October 2020

Rose Villa Resident Communication Committee

At Rose Villa, there are several communication channels managed by residents and, in some cases, funded by the Resident Council. As they become integrated into resident life, there is a need for policies regarding content. One important factor is the need to avoid political speech or opinions on any channel sponsored by Rose Villa (currently rvillagers.org, Rose Villa Today, and Village Voices), in order to avoid endangering its 501-(c)3 tax exempt status. Another is to keep the content of each channel appropriate to its mission.

The Resident Website: rvillagers.org. This site is designed for content by and for residents. Accordingly, it can be used for showcasing resident activities that are part of Rose Villa life, like parties, contests, resident gardens, or sports. It can feature photos and videos of residents, and resident life. It can showcase creative work by residents who do art, photography, writing, music, and similar creative pursuits. It can serve as a repository for useful information developed by residents. It is not, however, intended for communication from the administration to residents, or for promoting residents' outside interests.

Rose Villa Today: This is a video series produced by residents to profile residents and their interests, and to inform residents of aspects of Rose Villa life, such as the Council, the gardens, or the woodshop. It is currently hosted on the rvillagers.org website.

Village Voices: This is a series of recorded talks by and for Rose Villa residents, hosted on the rvillagers.org website, in which speakers share their personal interests, expertise and passions. Consistent with the website mission, these talks do not promote products or causes, or communicate policy or administrative messages.

RVChat: This is NOT an official resident communication channel. It is a private effort by two residents to provide a social medium restricted to Rose Villa, but it has no connection with the Resident Council or the Rose Villa administration. As such, it can allow political speech, and other content as determined by the moderators, who are solely responsible for maintaining it and ensuring the content is appropriate.

ATTACHMENT #3 Community Health Committee Report Nov 2020

Community Health Committee

Minutes of October 21, 2020

Members present: Jerry Corn, Don Lehman, Sue Griffin, Carolyn Bailey, Penny Ramos

ad hoc members: Arlin Brown, Bob Weisman

Several residents have reported their concern about the upcoming inclement weather and the risk of meeting with others in doors because of potential for increased risk of COVID-19 infection. The subsequent enforced isolation will lead to increased risk for more depression and anxiety in our older population. The Committee invited Arlin Brown, a retired Psychiatrist, and Bob Weisman, a retired Psychologist, as *ad hoc* members because of their expertise in matters of behavioral health.

Arlin Brown is serendipitously about to record a talk about these issues for the Communications Committee, and he agreed to summarize his talk in writing.

The Committee is concerned about reaching as many Independent Living residents as possible because hearing- or sight-impaired residents are even more susceptible to depression/anxiety. Many of these residents also don't use or even have computers, so the Committee discussed trying to reach all IL residents through their Ready Force representatives and invite them to simply discuss and share their feelings with friends. Bob Weisman agreed to write an educational piece for Ready Force Representatives to use while encouraging their neighbors to participate in these small groups as well as something explaining the necessity for confidentiality within the group meetings. Jerry Corn will contact Steve Morris to discuss the logistics of involving Ready Force in this endeavor.

ATTACHMENT #4 Madrona Grove Liaison Report – November 2020

Perhaps the biggest and most wonderful innovation of all in MG during these challenging times commenced this month: *the opportunity for MG residents to eat both lunch and dinner together in a safe socially distanced group setting—something that hasn't been possible for 6+ months! Every resident that wants the opportunity to eat with people now can!* Jacque Binder, MG Activities and Volunteer Coordinator, reports it took long hours and dedication by MG Management, Marty Bracken, Chef, Jenny Dickow, Dietary Manager, plus the Food and Beverage staff, and the entire cadre of MG CNA's to make it happen. The change required a huge group logistical effort in order to change the physical setting plus revamp procedures and timing for cooking, serving, and cleaning. Huge kudos to all for this very welcome change!

In addition, despite the eleven deaths that have occurred in Madrona Grove since the pandemic began, and stringent outbreak precautions, the MG staff continues creatively thinking up ways to keep spirits up. Adding twinkle lights and playing music in the hallways this month led to improved ambiance. Both residents and staff are also enjoying viewing the Rose Villa Today Shows every Friday.

Residents can visit with loved ones via iPads provided by the RV Foundation plus the Seeds Visitation Room is expected to be ready for occupation soon.

Finally, Jacque will be participating in the Community-wide Memorial Service on November 1st. Immediately afterwards she and co-workers have prepared a separate visual memorial for Madrona Grove to be viewed by their staff and residents.

ATTACHMENT #5 iDREAM Committee Report – November 2020

The iDREAM Committee zoomed on 10/12/20 with Don Lehman, Kikue Rich, Julia Layden, Pat Matthews, Joan Clark and Katie Morales (staff liaison) in attendance. Kay Schmerber attended as a consultant for the UNA-USA collaboration with iDREAM.

Library Project Report: Julia Layden,

Julia reported that a list of the RV library resources which are currently available related to iDREAM themes has been compiled and is available in the library. A display of some of these resources has been mounted on top of the bookcases in the center of the library to feature some of the selections.

A flyer/announcement has been distributed to residents with an invitation to visit the library and check out these selections. iDREAM Committee members will continue to develop ways to generate interest in these resources.

iDREAM and UNA-USA Collaboration: Kay Schmerber and Joan Clark,

Former UNA-USA Board chair, Kay Schmerber, shared with the iDREAM Committee details for a proposed collaboration between iDREAM and UNA-USA.

iDREAM's purpose is to bring inclusion to Rose Villa, based on a global understanding that injustice, inequality and exclusion here on River Road do not stop at the boundaries of our community. We are also diminished by and linked to the hurt of a child in a Syrian refugee camp.

Following discussion with Kay, the iDREAM Committee and the UNA-USA will develop a sustaining collaboration. The first project will encourage RV residents to participate in a campaign to support UNICEF with a goal of \$4,000 from the Rose Villa UNA-USA Chapter. Don Lehman and Lois Weathers (UNA-USA Board member) will work with Kay on the logistics, print and electronic media to give visibility to this campaign.

Art Project Report: Kikue Rich and Pat Matthews,

Kikue and Pat have developed two proposals for artistic representations of iDREAM issues. The first project, titled Circle of Generations, is planned to represent the racial diversity of multiple family generations within the RV community. The second project will create a series of mobiles, to be mounted on the first floor of South Main. Each mobile will highlight one of the themes of iDREAM, and expand our understanding of its meanings.

ATTACHMENT #6 Management Report November 2020

Management Report- Tina Moullet, Executive Director

Topic 1

COVID-19 Cases in the Rose Villa Community

A staff member has been determined to have a lab confirmed COVID-19 case. When this happens, residents will receive a communication from me or a designated staff member about the case, that will list important information that you need to know. Please refer to the letter published today for details.

Nursing Home licensing considers one case to be an Outbreak, so you will see the notifications on the doors to the main street buildings if you come up.

Topic 2

Reminder for meeting guidelines while Clackamas County is in Phase I

We are still in Phase I despite how long we have been living with COVID-19. Clackamas County cannot apply for Phase 2 until six state requirements are met and we are lacking 2 of those.

For Rose Villa, this means everyone needs to be masked when in community, adhere to the six feet distance rule at all time, no more than 10 people may gather together, do not remove your masks if you are meeting indoors with people outside of your household, no food or beverage may be consumed in groups indoors.

Topic 3

Staff & Resident Hot Wash Team Meetings

Purpose:

To evaluate resident and staff feedback from Hot Wash reports. Develop three main plans for distribution to residents to reference before and during an emergency. Rose Villa emergency preparedness plans for staff use exist as a component of the Madrona Grove Emergency Preparedness planning required by regulatory bodies. For Hot Wash team purposes, the three main plan focuses at this stage of the work are: Incident Command; Incident Communication; Incident Emergency Preparedness. There will also be a lot of work happening between staff and Ready Force. These plans will be published to all residents when they are considered finalized by the Team.

ATTACHMENT #7 Renovations Report November 2020

Renovations Department Projects Update for Resident Council, November 2020 Meeting

Classic Cottages – In Process;

103 – Abatement complete. Contractor on deck, start date pending.

112 – Complete but helping resident transition, move day 11/4.

246 – Complete, move day 11/2.

64 – Abatement scheduled.

Under Vacate; 313 (Pending 112)

N/S Main –

4303

4203

HG Patio Seating – Heating.

Pool Chem Room – Demo & Rebuild.

Rose Court –

339

Exterior Upgrades – CD's/Permitting in process.

NP, GG, & CAB –

3050

Restarting warranty work;

1) Exterior;

 a. NP: Concrete

2) Interior: Case by case basis.

Oaks –

Restarting warranty work;

1) Exterior

2) Interior: Case by case basis.

**Facilities Operations Department Projects Update for Resident Council,
November 2020**

Building Operations:

Projects completed:

- Visitation center for Madrona Grove in Seeds space
- Plexiglass safety barriers in RSC and Reception
- Bollard repair at East end of Main Street
- Campus-wide Resident Air Filter Survey complete
- Pool Dehumidifier repair completion
- Annual Fire systems inspections completed

Construction or projects planned:

Renovate the acid room for the pool in North Main (for safety)

Environmental Services:

In-house carpet cleaning in lieu of ChemDry has been successful

Grounds:

Trash compacter repairs completed

Landscape improvement in the SE portion of Garden Grove in process

Tech Services:

Elevator phone lines repaired

Evaluation of staff COVID-19 screening tools ongoing