

**Minutes of the KRA Board Meeting
October 9, 2023
In the auditorium and on Zoom**

Board Members: Frank Czeiner, Carolyn Gibson, Fred Thompson, Marj McCann, Marilyn van Renterghem, Ellen Gay, Richard King, Dave Elder, Gretchen Wright, Beth Frederick, Betsy Wenny, Daniel Kegan, Ellen Shillinglaw, Steve Michaels, Jeff Lavine, Libby Rupp

Absent: Tat Smith

Administration: Lisa Marsilio, CEO, Donna Taylor, Chief Health Officer, Michele Berardi, Director of Public Relations; Roy Manno, Director of Facilities, Ed Plasha, CFO, Quiana Pettiford, Senior Director of Human Resources

Absent: Seth Beaver, Vice President for Community Affairs

Crosslands Observers: Renee Overholser

After mentioning that this was a meeting post Covid in person and without masks, President Frank Czeiner welcomed residents, staff, guests, and Crosslands observer, Renee Overholser, and new residents Jerry and Deborah Geppert #269 and Rich and Becky Abel #298.

There were no deaths in the community in the last month.

After a moment of silence, the minutes of the September 11 KRA meeting were approved by the Board.

President's Report:

Frank Czeiner said October will be an exciting month with events taking place here to commemorate the 50th Anniversary of the founding of Kendal at Longwood starting with stupendous hors d'oeuvres served in the auditorium at last Thursday's 4:45. This coming Thursday will be our special 50th Anniversary Celebratory Dinner and the following Thursday there will be a dessert special evening for residents and staff. Additionally, the administration will be sponsoring an afternoon gathering for staff, board members and residents of all four communities on Wednesday, October 25 from 1:00 to 3:00 p.m. and a luncheon on Thursday, October 26 for leaders in the greater Kennett Square community. Information can be found on the Culinary page of the KCC-Connect portion of the website.

The Board regularly holds a Governance Meeting on the week before the KRA Board Meeting to review the agenda and discuss various topics. Last week some members questioned whether the Friday lounge chats should continue as the initial purpose no longer exists and the time was being used to focus negatively on decisions the KCC Board had already made. The people attending last Friday's lounge chat agreed that negativity wasn't helpful, but said the chats should continue and be focused on resident activities and interests.

President Elect's Report: President Elect, Carolyn Gibson introduced activity group and committee reports. A Place for Our Visitors – Marion Heacock gave a report describing the history and procedure for residents' guests to stay in other residents' cottages. A description can be found on the committee page of the website. Trail Team - Burt Bacon described the team's purpose in caring for the trails and how residents should use them.

The Haulers – Steve Michaels explained how this group moves furniture from residents’ homes to The Shed.
 Four Campus Marketing Collaborative Committee – Marj McCann described the committee’s purpose and what the committee is doing to achieve that purpose.

Culinary Committee- Carole Smith reported on the posting of minutes, the comment cards’ new location and the committee’s reporting of and discussions regarding the comment cards.

Currents Newsletter - Margie Herbert described the newsletter and encouraged residents to become regular readers.

Treasurer’s Report: Treasurer, Fred Thompson presented the September Treasurer’s Report which represents the first quarter of our fiscal year. Revenue is at 6% and expenses are at 16% of budget. For the first time the Gateway Shop bank balance is included in order to show the complete financial status of the KRA as recommended by the procedural audit conducted by our internal audit and conforms with our annual tax filings.

Budget and Finance Committee: Steve Michaels explained the procedure used by the Budget and Finance Committee in raising funds and determining how they are to be distributed. The residents “do the work” in providing the activities and the “KRA pays the bills”. Each committee, which has a budget, requests the funds they anticipate needing to provide their service for the year. Then the Committee determines if there are enough funds donated by residents to be able to grant the funding requests. The Budget and Finance Committee’s mandate comes from Section 6.04 of the KRA By Laws.

KRA Fundraiser: Steve Michaels explained that resident committees which provide entertainment, information, and our high quality of life are funded by the donations of residents to the KRA. Fundraising has begun and he encouraged all residents to contribute. A letter explaining the fund drive will be put in the open mailboxes shortly.

Standing Committee Reports: Appointments Committee- Gretchen Wright described the Appointments Committee’s purpose which is to recruit interested and appropriate members to fill vacancies on certain of the Collaborative Committees, the Four Campus Collaborative Committees and some of the KCC Board Committees. Today they are posting a vacancy on the Interior Design and Décor Collaborative Committee. Interested parties should submit an application in writing to one of the five committee members by October 23. Not all collaborative committees utilize the services of the Appointments Committee. Those Committees that don’t are encouraged to initiate term limits and succession plans to avoid burnout and encourage new ideas.

Other Items:

Listening Post Reports: Marj McCann and Steve Michaels – September 25

Marj McCann reported that a resident expressed concern over the memo that included a request not to interact with the media during the time the escaped prisoner was in our area, but rather refer any questions to Michele Berardi. That resident felt that the request impinged on our free speech. The KRA President and President Elect met with Lisa Marsilio who explained that the rapidly changing nature of the situation justified limiting the amount of public information and discussion of the measures being taken to handle the crisis thereby protecting us and law enforcement personnel.

Steve Michaels reported that the other residents who came questioned the KRA prohibition of speakers and performers selling their books, CDs, etc. in the auditorium. This is something that a KRA subcommittee, which is revising the guidelines, will work on.

CRA Observer: Carol Clapham attended the CRA Meeting of October 2.

Things she found interesting were:

“The Crosslands Residents Association is concerned about the changing climate and asks the KCC Administration for two specific actions which passed:

1. Take action in reducing our carbon footprint and improving sustainability in general.
2. Contract for a thorough energy audit on each campus so that meaningful steps in improving our energy efficiency can be justified and implemented.”

A new Board member, Richard Primo, has started a committee to discuss values and practices with the emphasis on how our practices enable our values. He would like to work with a Kendal committee that might be working on this same issue.

CCRC Council Meeting Report: Gretchen Wright said the CCRC Council quarterly meeting was held in September at Beaumont, a resident owned CCRC. Kendal will be hosting the event in September 2024 and will need volunteers to serve as greeters, tour guides, etc. As for business topics, one of the communities was interested in counting volunteer hours; another, the current need for tech support for residents, and a third, Touchtown or K-4 Phone Apps which enable access to information much as we have on our website. There was also a talk by a Beaumont resident, a psychiatrist, Dr. Vick Kelly on “Enhancing Community Health” to the effect that positive expressions and actions are rewarding to others while negative remarks or actions invoke a negative response. Gretchen would be happy to meet with anyone interested in discussing this.

Administrative Reports:

Lisa Marsilio thanked the KRA for the invitation for the leadership to join the “mix and mingle” which was absolutely lovely.

As for the disaffiliation, we will be completely off the Kendal Corporation network as of October 31.

Connections with them as to the payroll system should be done by the end of the year. There will be more to come from an I.T. platform standpoint.

On Friday, she was informed that The Admiral at the Lake has decided to leave the system. This information was immediately put out in a memo and on the website including the letter from The Admiral CEO.

She discussed the 50th Anniversary celebrations including the October 25 event from 1:00 to 3:00 with transportation for all the communities. A banner is posted in the lobby for residents to write messages.

Donna Taylor also expressed thanks for the invitation to the Thursday 4:45.

In terms of the pharmacy transition, they are working through some difficulties such as deliveries. Any issues should be referred to Donna, Sarah Matas or Diane Williams. A Covid clinic will take place on Friday, October 27 for the Moderna vaccine. Residents may participate in the clinic or get the vaccine in an outside pharmacy letting Resident Care know. More information will be forthcoming. The RSV vaccination will not be offered on site due to risks and side effects not determined. Residents interested in getting the vaccine should have a personal conversation with their physician.

As a reminder, if you are going to be away, to advise the front desk so that the Situation Alarm Response System (SARA) doesn’t kick in.

Next week there will be a Health Services Collaborative Committee meeting with a robust agenda. With the disaffiliation there will be a transition of our electronic health records from the Kendal Corp electronic platform which is Matrix Care to our own.

The Department of Health came for an inspection last week. The health service team managed it well and deserve a shout out.

John Platt announced that all of the dry wall has been completed in the café and painting has begun. A couple of weeks ago an above ceiling inspection took place prior to the start of installation of ceiling tiles. John provided much appreciated tours for members of the Culinary and Interior Design and Décor Committees. It is

fortunate that we were able to acquire the upper Cumberland hallway rooms to expand the space affording us the opportunity to bring in lots of natural light by way of floor to ceiling windows in the back of the room and to increase the number of seats from 124 to 156. The next milestone will be millwork. Everything is progressing well even though there have been some challenges because of the age of the building. There is some stucco work in the back of the building that needs to be addressed. Also, some construction is taking place downstairs to transform the downstairs offices to a room for dry storage.

Lindsay Eidson explained the difference between weather watch and weather warning. Weather watch indicates that severe weather may occur and there should be a plan to address it. Weather warning means severe weather is happening and action should be taken now to protect yourself, others and your property. Two more definitions are shelter in place and lockdown. Shelter in place means stay inside an indoor safe location until you are given an all clear or called to evacuate, while a lockdown is the highest level of facility and perimeter security. During a lockdown all perimeter doors and exterior areas are secured.

Michele Berardi again thanked everyone for the extremely helpful comments regarding the values booklet. The subgroup met and the next step is for the Board to approve the final version at the November meeting with the new pamphlet to be produced later this year.

The Wilmington Alzheimer's walk is on October 28. We are one of the premier sponsors and there will be a bus and a sign-up sheet will be posted in the lobby.

She mentioned the October 25 50th Anniversary event and the October 26 event by invitation for the broader community. About 80 people will attend. We are doing social media posts around the 50th Anniversary.

She also posted pictures of our flipping on the switch for the new solar panels on the Woolman building and Mott cottages. And she posted about Millie's 30-years of service. She requested advance notice of resident activities worthy of being photographed and posted.

Quiana Pettiford explained that the targeted approach Human Resources used to recruit Culinary and Health Service staff was also being used to recruit staff for Environmental Services. The Diversity, Equity, Inclusion and Belonging Director position has been posted and has gotten a positive response yielding over 50 applications which are under review and going through the prescreening process. The position will report to Quiana and will also have a direct line to the senior leadership team and will collaborate with several departments at KCC. She expects to have the position filled by the end of this year.

Ed Plasha announced being in the middle of the budget process. The budget should be approved by November 14. We are in a much better situation than last year at this time with lower inflation except for the cost of food. Staffing is also much better than last year; occupancy is very strong at 96 per cent and there are expense savings.

Announcements: Frank Czeiner

Next month's CRA Observer is Beth Frederick

The Listening Post takes place in the conference room the fourth Monday of the month. Details are on the website under the KRA tab. This month's Listening Post is October 23 and will be hosted by Dave Elder and Richard King.

Remember to keep track of the 50th Anniversary Celebration events. Details are on the website.

Please donate to the KRA so we can fund Kendal activities.

If you are on social media, please follow Michele Berardi's posts.

Shout Outs:

Judy Hinds gave a Shout Out to Arlene Rengert for her forward- looking activities leading up to the 50th Anniversary. Other members are Linda Steelman, Dave Elder and Sara Hill.

Louise Bennett asked if the heavy maintenance in our cottages was no longer happening. She was told Michelle Roche would contact her to explain the process.

Ruth Greenberger gave a shout out for Resident Care because of their response to two emergencies in her household. She was very appreciative of how smoothly everything went.

Mary Lou Parker gave a shout out to Gary in the maintenance crew for his assistance with the issue she was having with her bike, as well as all the other helpful Kendal employees.

Karen Halstead gave a shout out to Steve Michaels for discussing the Gateway shop which needs more employees and to remind Ed Plasha that independent residents still need a social worker. She asked Lindsay to check the temperature in the hall outside the dining room. And finally told everyone who needs transportation to call Richard Jackson.

Mary Alice James gave a shout out to the haulers who moved an impossibly large couch from an apartment and did a wonderful job.

Kathleen Gordon gave a shout out to the Administration for moving forward on medical records and for looking toward hiring someone for diversity by the end of the year.

Respectfully submitted,
Marilyn van Renterghem

