

**Minutes of the KRA Board Meeting
February 12, 2024, 10:00 a.m.
In the Auditorium and on Zoom**

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

Absent: Ellen Gay, Libby Rupp

Administration: Lisa Marsilio, CEO, Donna Taylor, Chief Health Officer, Seth Beaver, Vice President for Community Affairs, Michele Berardi, Director of Public Relation, Roy Manno, Director of Facilities, Quiana Pettiford, Senior Director of Human Resources,

Absent: Ed Plasha, CFO

Crosslands Observers: Paulet Persing

President Frank Czeiner welcomed residents, staff, guests, and Crosslands observer, Paulet Persing. There were no new residents since the last meeting perhaps because our occupancy is 96.7%.

There was a moment of silence in preparation for the meeting and in memory of deceased residents since the last KRA meeting: Edward Spang, Owen Owens and Marian Fuson.

The minutes of the January 8 KRA meeting were approved by the Board.

President's Report: Frank Czeiner reported that construction on the Health Center will begin this month with groundbreaking celebration taking place in the auditorium on February 20 at 2 p.m. Residents are encouraged to take informal photos and send copies to Sara Hill for the Digital Archives and to Michele Berardi for publicity use. Preceding it will be the symbolic "turning the shovel in the dirt" photo op taking place at 1:30 by the covered walkway near Parking lot 1. The KCC Philanthropy Committee will be making the Health Center Capital Campaign presentation in the Auditorium on February 29 at 10:30am.

Café Opening – Carole Smith reported that the café construction is complete and equipment installed with the required inspections and permits to be issued this week. After professional cleaning, the staff will be trained on the new equipment. Guided tours, by sign up, will commence the week of February 19. February 26 the Café will be open for staff to obtain their meals allowing the Café staff to ease into full service. It is expected that starting February 29 the Café will be open to residents. Once the planning is complete there will be a Grand Opening Celebration.

Marketing Ambassador Program – Marj McCann described the revival of the Marketing Ambassador Program which enables current residents to interact with prospective residents in ways such as exchanging emails to hosting in person visits. There will be a much- expanded video resource featuring resident stories concerning their life at Kendal-Crosslands. The list of potential ambassadors needs to be updated so please fill out and return the available signup forms.

Nominating Committee – Ruth Greenberger, chair of the Nominating Committee, began by emphasizing the importance of residents nominating and electing the KRA leaders. She explained how the Nominating Committee members were chosen to include a wide base of knowledge and she read from bi-law 4.03 which explains the workings of the program. A Nomination form will be available in the open mailboxes without a green dot or on the website in two places under Nominating Committee. Our continued independence in planning and growing our activities depends on our resident leadership.

Ushers Committee – David Nelson explained that the Ushers Committee provides auditorium services when requested by the Administration, a Kendal resident or a KRA committee. As set forth in the “Guidelines for Ushers” and the “Guidelines for Residents Attending Auditorium Events”, Ushers are responsible for ensuring that all seating priorities for walkers and wheelchairs, through the use of seating signs, are complied with and that aisles are kept clear for a quick evacuation should it become necessary. In addition, Ushers ensure that listening devices are available for residents’ use; that emergency exit doors are not blocked; that partition doors to the lounge are open if necessary; that microphones are delivered during question-and-answer sessions and that all safety measures are observed. In addition, the Ushers coordinate and work with the Event Presenters and with Sound and Light. New volunteers are always welcome.

Values in Practice Task Force – Betty Warner reported that the Task Force members are past and present KRA Board members. Furthermore, she said that our stories illustrate our practices and are our culture and life at Kendal. There are sign-up sheets outside Steve Wandishin’s old office for residents to sign-up in groups of eight to tell their stories regarding Kendal experiences, in response to prepared questions. Two Task Force members will be there, one to facilitate and one to record the residents’ stories which will then be analyzed and shared with the Community. All the sessions will take place in the Farmhouse. There is also a form with the questions on the website. You can write your answers in lieu of going to the session or as well as going to the session. They will also ask for recommendations to bring to KRA to ensure our Kendal culture will be thriving 50 years from now. Anyone with a mobility issue may be interviewed individually at home.

Committee Fair – Richard King said that resident-initiated committees are an essential part of our Kendal community enabling residents the opportunity to hone skills or learn new ones and to meet other residents with similar interests. Committee Fair 24 will present the opportunity to share with all residents committee activities and opportunities to participate. The event will be held in late April or early May in the afternoon or possibly after dinner. Please call Richard King or Gretchen Wright with any questions.

KCC Connect Switchover – Betty Warner for Libby Rupp announced that the Communications Committee is welcoming two new members, Daniel Kegan and Karen Druliner. She also announced that the resident email list will move to KCC Connect where the directory will be able to sort by last or first name and by address. You will also be able to click on an email address to open up your email program. Should there be a problem with your email program, Alex will be able to help set it up. Also, if you can access KCC Connect using your smart phone, just click on a phone number, you will get a message that says “call” and you can say “yes”. On February 23, website editor Pat Redmond will do a presentation in the Auditorium at 1:30 to discuss “What’s New With the Website” and to demonstrate this and other website features. .

President Elect Report: Frank Czeiner introduced the musical activities report for Carolyn Gibson. Kendal Singers- Sheila Bourgeault Dowdy thanked the KRA Board for their 50 years of support. She explained that the Kendal Singers is comprised of 50 singers who love to sing serious and sometimes not so serious music comprised of choral music from the middle ages to the 21st century ranging in style from very traditional to modern; foreign and domestic; early Americana including spirituals; Broadway and jazz often tying in with World events sometimes in languages other than English. The number of singers is constrained by space in the Auditorium and

Lounge. Any resident of the four campuses who meets the requirements of choral experience, ability to read music and follow a choral score; have a basic understanding of musical terms; be able to match pitch in their chosen voice part and be willing to attend scheduled rehearsals is welcome. Rehearsals are Tuesdays from 3:00 to 4:30 p.m. The next concerts will be May 10 at 10:30 a.m. and 7:15 p.m.

Handbell Ringers – Mary Alice James explained that the Handbell Ringers, which started about eight years ago, come from three of the four Communities, Kendal, Crosslands and Cartmel, and enjoy the challenges of making music together. Originally, they borrowed two octaves of chimes from Activity Central which they still use occasionally, but now primarily they use four octaves of handbells on semi-permanent loan from Westtown School. A third octave of hand chimes have been purchased thanks to the KRA. The two types of instruments have different tone qualities, and can be played independently or combined for variation in a given piece. Over the years, they have played for the residents in Westmorland and Cumberland; at Crosslands, for vespers (pre-COVID) and as a prelude to Kendal Singers concerts. They have also given several concerts here at Kendal, and have been invited to sing at London Grove Meeting. They would love to have more people, who can read music, join the group. Those interested should speak to Mary Alice or any other group member.

Recorders – Deb Haskell reported that the Recorder Group was started in 2017. They have a core of three people who play weekly and currently meet in one of their cottages. They find playing the recorder to be fun and therapeutic. Those who have played before and would like to join the group may contact Deb Haskell or Judy Voet. Rehearsals are Monday mornings between 10:00 and 11:15 a.m.

Music Time and Song Circle – Cal Mason announced that after being dormant during Covid, on October 2, 2023, the independent living residents of the Music Time Committee resumed leading sing-alongs with Health Center Residents in the Westmorland TV Lounge. The songs that are included are easy to sing and likely familiar to most of the older residents. Eighteen independent residents are currently on the Music Time email list with an average of ten attending the monthly sing-alongs. In November 2023, the Music Time Committee expanded its scope and name to include weekly Song Circle at which residents join in singing songs from “Rise Up Singing”, a folk-oriented collection of lyrics and chords for 1200 songs. Residents from Cumberland and Westmorland were included in the invitation to join the weekly group. Attendance ranges from 10 to 30 individuals who meet on Sunday afternoons from 3:30 to 5:00 p.m. in the Auditorium or the Multi- Purpose room. More singers are welcome especially if they have guitars.

Treasurer’s Report: Fred Thompson stated our Financial Report as of January 31, represents seven months or 58%, of our fiscal year. Revenues are in excess of 70% of the annual budget. Expenses continue below budget, and thru seven months are at 39% of our annual budget. This is comparable with the past two years, which were at 34% and 42%, respectively, at this time. Therefore, he does not think this apparent lag in expenses represents a slowdown of our committee activities, nor should it be of concern as it follows the trend of our recent past. The KRA financial condition is strong. If there are any questions or comments, contact Fred Thompson.

Budget and Finance Committee: Steve Michaels explained that the Committee is getting ready to start the budgeting process so residents should be ready to supply the budgeting information when requested.

Standing Committee Reports: Gretchen Wright announced that because the Environmental Services Committee has been non-operational due to Michelle Roche’s absence, it has decided to suspend their search for the vacancy until the Committee is again functioning. Additionally, a June vacancy for the KCC Philanthropy Committee has been posted with the deadline to apply next Monday February 19. The

Appointments Committee wishes to present two or three nominees first to the KRA Board for approval and then to Lisa to be interviewed and finally to the KCC Board for their consideration. The term for this appointment is one year renewable for up to three years. Applications should be submitted in writing to a member of the Appointments Committee. For further information, please contact Gretchen Wright.

New Business:

Green Kendal-Crosslands – Jim Seif said that at the last CRA meeting Ben James proposed a two-campus umbrella group encompassing all committees that have a sustainability component. It would not be a committee, but would coordinate and give technical and organizational support as follows: “A Green Kendal-Crosslands charter will be proposed. The group will be made up of members of other committees to: 1. Identify projects worthy of consideration by the administration. 2. Work with committees to identify presentable proposals. 3. Support the administration through research and scientific analysis. 4. Educate fellow residents on sustainability issues. 5. Find support for sustainability fund drives.” The plan would be to make sustainable efforts comprehensive and comprehensible to everybody.

Lost and Found- Marj McCann declared that a small group of residents are working to clean-up and organize the Lost and Found in the cloak room. They hope to reorganize it every six weeks.

Health Center Funding – Walt Herbert requested resident help in generating funds to renovate the 50-year-old Health Center by volunteering to visit every household to provide information and by greeting these volunteers warmly.

Other Items:

Listening Post Report of January 22: Carolyn Gibson stated the first concern was a resident asking about an after-hours cleaning repair which included the use of an outside contractor at her cottage. Facilities and staff will be reminded to explain the options for such repairs in the future. Betsy Wenny told of the complaint of watching housekeepers pushing the heavy carts haphazardly and thinking there could be something more efficient. It seems that this method allows for the different times required to clean different cottages and attempted changes in the past haven’t worked.

CRA Observer – Steve Michaels reported that at the CRA Board meeting of February 5, he learned that it is encouraged for residents to join the ambulance service at Longwood Fire Company to reduce the cost of needed ambulance service.

Administrative Reports:

Lisa Marsilio was pleased to hear of all the great things going on at Kendal. The annual KCC Board reception will be at Kendal on March 12 at 3:00 p.m. Residents are encouraged to attend. The groundbreaking ceremony for the Kendal Health Center will be February 20 in the Auditorium at 2:00 p.m. The Capital Campaign will kick off on February 29 at 2:30 p.m. She continued that both Kendal and Crosslands occupancy is at 96.7% with Coniston and Cartmel at 100%. The audit will begin February 19, taking about a week, with a report to the Community in April.

Roy Manno delivered the Safety Moment, “Home Safety Tips for Seniors” starting with focusing on balance; exercising regularly to maintain strength; rising slowly after sitting to help avoiding dizziness and loss of balance; medicating safely by checking expiration dates and disposing of expired medications; storing medications safely preferably in the original container; having easy access to emergency numbers and wearing an alarm device if needed; getting annual eye exams and driving safely. He cautioned that dogs when outside should be leashed and

accompanied by their owner. Owners should clean-up after their pets including in mowed areas. At the forum and dialogue regarding the Micro Mobility Vehicle Policy several questions came up and Roy will be setting up a meeting to discuss residents' concerns Friday, February 16 at 1:00 p.m. All residents are welcome. The new Assistant Director of Facilities, Dave McDonnell starts Thursday, February 15 and will be introduced to residents at the next KRA meeting. He ended with the expectation of snow overnight.

Walt Sylvester- explained that they are struggling to fill some Environmental Services positions and emphasized that they are careful about who they hire. They have fallen behind with the window cleaning and the heavy cleaning because of illness, but scheduling letters should be going out in the next week or two. Contact Walt Sylvester with any questions.

Seth Beaver – announced that they are planning to introduce supervisors and managers at KRA meetings to acquaint residents with them. He said Michele Berardi would be organizing a ribbon cutting for the opening of the Café. The groundbreaking ceremony of the new Health Center will be on February 20. Fencing should be going up around February 21 and parking, mostly staff parking, should start to be affected on February 26. Any questions or concerns should be directed to Joe Deckman. He thanked the staff for putting together the great Super Bowl party to which one hundred to one hundred and thirty residents attended. There will be a presentation concerning the escaped prisoner situation in April. Michele Roche will start to return to work the week of February 12.

Donna Taylor extended a shout out to the resident volunteers who helped the Health Services Team make the transition moves of residents go very smoothly. She emphasized that residents who will need to stay at Westmorland or Cumberland after elective surgery should advise Resident Care because there will be a reduction in the number of available accommodations. The Health Services team has developed and distributed a formal proposal request to six pharmacies outlining the essential background information, scope of service requirements and expectations. All six will be submitting bids within thirty days. The Resident Care team is available to assist with any pharmacy concerns. The KCC Collaborative Health Services Committee requests that residents review the Health Services site on KCC Connect to be sure it is user friendly. Recommendations should be referred to Carolyn Gibson. Also, Health Services is working on a revision of the Health and Wellbeing Philosophy for "Cornerstones" to align with our values.

Michele Berardi said because of the weather, they would bring the reception for the Health Center groundbreaking in the auditorium from 2:00 to 3:00 p.m. It will be a very large mix and mingle type of gathering. But, at 1:30, there will be a photo up with shovel and hard hats outdoors. Updates on the construction will be communicated to residents about every two weeks on the kalresweb website which will have a dedicated page and a special letterhead for easy identification. Hardcopies will be on the ledge of the open mailboxes and will be sent to the Health Center. On February 23, KCC will be one of the sponsors for the KACS fundraiser. She also thanked the person who took the photo of the KACS representatives receiving our residents' donation. It was put on Social Media and there were more than 230 reactions to it. The Westtown Students Robotics Team will come on March 6 to partner with residents with an engineering, technology or science background and then meet with them every two weeks through May.

Quiana Pettiford reported that we have selected an Equity, Inclusion, Diversity and Belonging Manager who will start on March 18. A communication will come out the week of March 11 to introduce the individual. The Culinary on-site job fair on January 15 yielded two candidates. Because of its success, more on site job fairs will be held in the near future.

Frank Czeiner announced that the February Listening Post will be held on Monday February 26 from 9:30 to 10:30 a.m. hosted by Gretchen Wright and Beth Frederick. And the March KRA Observer will be Ellen Shillinglaw.

Shoutouts:

There was a shout out for Glenn Marshal who took the KACS photo.

George Alexander shared a shoutout for the “wonderful Superbowl Party” the night before.

There was a shoutout for the “fabulous” KRA meetings which supply so much information.

Seth gave a shoutout to Quiana and Human Resources for our strong staffing position, after so many staffing challenges, in time for the new Café opening.

Leslie Leonard gave a shout out to the nursing staff who took such beautiful care of her dying friend.

Comments:

Karen Halstead said that in the past the heavy cleaning works best if the regular housekeeper comes with the heavy lifter. She also encouraged everyone to read their Medicare reports to check for fraud. And she stated that anyone needing a medical drive should call Richard in the Transportation Department a week ahead if possible. Finally, she asked Seth and Roy to look into the recycling program reiterating that people are misusing the recycling bins for non-recyclable items.

Respectfully submitted,
Marilyn van Renterghem