

Crosslands Residents' Association
APPROVED MINUTES, TUESDAY, January 3, 2023
ZOOM, TV 13

Join Zoom Meeting

<https://zoom.us/j/95353290917?pwd=YXRXZjU0VWw1OW42VjIIRTVdxTHlGZz09>

Meeting ID: 953 5329 0917

Passcode: 1660

By Phone: 929 436 2866

Attendance: 72 on Zoom; all Board members present

- I. Moment of Silence: (New names added after the meeting: Mary Elizabeth Bryan, Jan. 2; Loraine McGuire, Jan. 3)
2. Greetings and welcome to:
 - *KRA Representative Mary Lou Parker
 - *New residents Present: Mary Collin, Connie and David Beattie
 - *Welcome to our Administration: Lisa Marsilio, Donna Taylor, Seth Beaver, Roy Manno, Michele Berardi, Ed Plasha, Quiana Pettiford, Nicole Schlosser
3. Vote for Approval of Today's Agenda: APPROVED
4. Vote for Approval of Minutes from Dec. 5, 2022: APPROVED
5. Report on KRA meeting: Carol Ann Baker, read by Lyn Back
12-12-22: KRA reported collecting \$85,000 for Employee Appreciation fund;
Various informal chat opportunities for residents have been
successful and others are planned.
6. Report by First VP and Directors (Concerns Sessions) David Camp: See report below.
7. Report by Second VP (Committees) Diane Hulse:
 - *Vote for Approval of David Rhoads, Chair, and Jane Roberts, Vice-Chair, of 2023-24 Nominating Committee APPROVED
 - See report below.
8. Finance Committee Report: See report below
Treasurer's Report Jim Sharp: See report below
9. President's Remarks
Sam Wagner expressed appreciation to the CRA leadership team and to all the residents. He reports that he expects to be out of Firbank by Jan. 5

10. Comments by Officers and Directors
 - *Diane Hulse: Shared that Val Suter reported two new deaths in the past 2 days (see Moment of Silence)
 - *Anne Gross: Wants to know more about how to conduct FCC Cell Phone test coming up soon.
11. Old Business
12. New Business: See Anne Gross's comment above.
13. Residents' Remarks
 - *Thomas Swain: Accident in parking lot 3 was not reported to all residents in a timely manner
 - *George Helton: Announced a potential committee for those who were interested in teaching to and learning from fellow residents. January 12 meeting in WPR to assess interest.
14. Remarks by CEO and staff
 - *Lisa Marsilio: Praised the CRA board for taking precautionary action by moving its meeting to Zoom for today. Also, she thanked staff who worked over the holidays and were met with a "perfect storm" of maintenance and weather issues. Asked that residents not feeling well, and others in general, take health precautions to prevent spread of COVID and other infectious diseases.
 - *Donna Taylor: Posting weekly about how we're doing in our community with outbreaks of COVID and other infectious diseases. Although Chester County is RED for cases, no hospitalizations or deaths. Audland has several cases but visitors can still come in. Residents are dining in their own rooms until testing is completed.
 - *Seth Beaver: Solar panel installation held up by supply chain issues. In 2023, Kendal at Longwood Café will be remodeled, and in 2024, their Health Center. He also remarked that basic communications should have been put out earlier regarding the accident in Parking Lot 3.
 - *Roy Manno: Singlewire cell phone testing was successful, with 35 residents needing Maintenance and IT to insure these important alerts reach all residents. Next will be a test of emails for the same purpose.
 - *Michele Berardi: Jan. 16 MLK event at Lincoln University. KCC is a major sponsor. Get ticket information online and sign up for bus transportation for the morning only. Human Resources, Culinary Services, and Health Services will combine to hold job fairs at Crosslands on Jan. 18 for CNA's and on Jan. 23 for cooks.
 - *Ed Plasha: Another budget meeting by first part of February. Finance will be moving their offices next week to the Worth Building on the KAL campus, freeing up space on the lower level of Crosslands' center for resident activities. Crosslands had 60 unit turnovers (not new units) in 2022, mainly the smaller ones.

15. Kudos
- *Julie de Wolff: To John Platt, Darlene Parrett-Harris, and Tracy Sedlak for New Year's Eve reception
 - *David Camp: To the emergency after-hours system and Firbank staffer Joey (doesn't know her last name) who were very helpful to him this past weekend.
 - *Carol Ann Baker: To administration's more prompt reporting recently on safety issue, especially Roy Manno
 - *Brigitte Alexander: Would like to have a bus provided to tour the Worth Center when all the moves are complete, and Lisa Marsilio agreed that this was a good idea.
 - *Lyn Back: To the Culinary department for the Christmas dinner and for all they do.
 - *Paul Stevens: Regarding Lisa and Donna's comments, keeping safe is a good message and he agrees with a "quick" report after an accident or incident, to just inform residents.
 - *Isabel Olmsted: Wondered if some maintenance emergency calls directed to Firbank could be diverted, given staffing shortages. Anne Gross said that a specific person was assigned to answer the phone and Donna Taylor agreed that this person, who might not be a nurse, carried a phone when away from the desk.
 - *Dale Kendall: To Jerome in Housekeeping for coming today to clean her place when it wasn't on the schedule (due to holidays)
16. Announcements
- *Neil Cullen: Osher Lifelong Learning Institute (OLLI) at the University of Delaware. See CRA website for links to both in-person and online courses for the spring 2023 term, and sign up by Jan. 28 for transportation to the Wilmington campus for in-person classes. There are free online classes via Zoom from Jan. 10-19; see website for links to courses.
 - *Debbie Borton: Forum tonight on Antarctica and in two weeks on gun safety
 - *Anne Gross: Virtual Concert Jan. 10 from Vietnam on the big screen in the WPR
 - *Diana Stevens: New Resident Reception, Thursday, Jan. 5, 4-5 in the WPR and Lounge.
 - *Diane Hulse: Art show in March open to both staff and residents
17. CRA Calendar
- *Next CRA Planning Committee Meeting January 30, 2023
 - *Next CRA Board Meeting February 6, 2023
 - *Next KRA Meeting: John Ford, CRA Representative, January 9, 2023
 - *Next Concerns Session, 10 a.m. Music Room: January 17, 2023 Lyn Back, Debbie Borton

Adjourned 11:28 a.m.

Respectfully submitted,
Linda Helton
CRA Secretary

REPORTS

To: Members of the CRA Board
From: Jim Sharp, CRA Treasurer
Re: Finance Committee Update and Treasurer's Report for January 2023 Board Meeting
CC: Finance Committee Members Neil Cullen, Deb Savery and Dave Shipman
Date: 12/27/22

On 12/27/22, the CRA Board received the following report from the CRA Finance Committee.

Report As part of the Finance Committee's review of the CRA's financial processes, the Committee met on 12/15/22 with staff of Fenstermacher & Company, PC, who prepares the CRA's tax returns. During that meeting, the tax return for the fiscal year ending 6/30/2022 was signed by the CRA Treasurer, and the bill for its preparation was submitted.

Recommendation Because payment for the tax preparation was not included in the Board approved CRA budget for the 2022-23 fiscal year, I recommend that the CRA Board approve the \$2,735.00 expenditure. In the 2021-22 fiscal year the CRA paid \$2,606 for tax preparation.

Board Action In accordance with the Finance Committee's recommendation, the CRA Board approved the \$2,735.00 payment for tax preparation.

Treasurer's Monthly Report The attached report for the January 2023 Board meeting reflects the funds in our bank accounts on November 30, 2022 and the estimated Committee income for the 2022-23 fiscal year. We appear to be on track to meet CRA's financial obligations for the current fiscal year.

Treasurer's Report for the January 2023 CRA Board Meeting

CRA Funds as of the End of November 2022					
		A		B	C
1		October		November	Change
2	Checking Account	\$ 5,280.62		\$ 4,916.03	-7%
3	Money Market Account	\$ 88,858.50		\$ 84,862.06	-4%
4	Total CRA Bank Funds	\$ 94,139.12		\$ 89,778.09	-5%
5	Outstanding Checks	\$ (2,501.91)		\$ (2,742.50)	10%
6	Reserve Fund	\$ (13,482.01)		\$ (13,443.87)	0%
7	Designated Funds	\$ (23,401.30)		\$ (21,885.34)	-6%
8	Budgeted Committee Funding	\$ (53,034.24)		\$ (49,525.33)	-7%
9	Estimated Board Income	\$ 10,000.00		\$ 10,000.00	0%
10	Remainder Funds	\$ 11,719.66		\$ 12,181.05	4%

Note that CRA obligations appear in parentheses.

The decrease in Total CRA Bank Funds (Line 4) of 5% is driven primarily by the expenditures of Budgeted Committee Funding (Line 8) and Designated Funds (Line 7). During December 2022 the following transfers of funds were made to the CRA checking account:

- The Craft Fair netted the CRA a total of \$1,064.00.
- The Woodshop transferred \$5,000.00 to the CRA checking account.

These two transfers will be included in next month's report.

Submitted by Jim Sharp, CRA Treasurer

First VP's Report to the CRA Board Meeting January 3, 2023

CRA Board members Joan Applegate and Anne Batley met with residents on December 20, 2022 to hear their concerns, and I passed these concerns on to Seth Beaver and Roy Manno on that same day.

1. The first concern regarded problems the residents (a couple) had upon moving into Cadbury. They said the apartment hadn't been adequately cleaned, that their shower didn't work, that a window fell out of their three-season room, and that it took five months for everything to get corrected, requiring them to have a stay in a "Try Us" unit.

Roy Manno responded on December 22 as follows:

1. apartment not clean - The unit was cleaned and checked by Maureen Thompson and Joe Deckman. Joe said that the resident did not like the feel of the new flooring in his bedroom on his feet, saying it felt dirty.
2. shower - The shower was functional and was the standard size in that apartment but resident said it was too small. We removed it and installed a 5-foot shower within about a week after they moved in.
3. patio enclosure - one patio enclosure issue was solved quickly by a repair; the second enclosure issue took five months to be resolved due to supply chain issues.
4. resident was advised by e-mail that post- move-in issues should be addressed to the Facilities Department. Contact information was shared.
2. Resident said that communication from the Administration regarding a resident who was injured by a car in Parking Lot 3 should have been more forthcoming.

Roy Manno replied on December 22 as follows:

There's limited information we can provide in certain circumstances, whether because of HIPPA or if there is a police investigation. However, we provided safety updates and information at the December CRA meeting and Dialogue. Also, staff has decided to modify their after-action reports about these types of incidents by including a section of information that is appropriate to share with residents.

David Camp, 1st VP

2ND VP REPORT FOR CRA MEETING

January 3, 2023

CHANGE IN COMMITTEE

- Announcement of a resident to maintain the Constant Contact communications (a publicity person for the community). Announce: Mary Rodgers will take over in February.
- Nominating Committee
 - It is the CRA Board's responsibility to begin the set-up of the nominating committee for next year.
 - According to the constitution and policies and guidelines, David Rhoads (as president before last year) is chair. Jane Roberts (as immediate past chair) is vice president. Needs Board approval.
 - Following the procedures in the constitution, David will convene a nominating committee and report back to the board no later than the March CRA meeting.

Diane Hulse, 2nd VP