

Crosslands Residents' Association  
Board Meeting Minutes APPROVED 5-1-23  
10 a.m. WPR and Lounge, TV 13, Zoom  
Corrected

- I. Moment of Silence: Louis Hayes, March 9; Richard Blanchard, March 9; Cynthia Kuespert, March 13, Dorothy Mullestein, March 30
2. Greetings and welcome to:  
KRA Representative: Tat Smith  
New residents in attendance: Bill Frederick and Carol Savery-Frederick, Alfred Hurd  
Welcome to Administration
3. Approval of Draft Agenda: Approved
4. Approval of Draft Minutes for March: Approved
5. Report on March 13 KRA meeting: Anne Gross  
Concern expressed about new construction  
50<sup>th</sup> Anniversary plans fully underway
6. Report by David Camp, First Vice-President (Concerns Sessions) SEE BELOW  
There were 4 concerns (or suggestions) in total brought to the attention of the CRA this month, 3 brought to the March 21st Concerns Session, and one telephoned in by a person who could not attend the Concerns Session in person.
7. Report by Diane Hulse, Second Vice President (Committees) SEE BELOW  
We function well because of our volunteers.  
Committee vacancies:  
Environmental services committee (with Michele Roche) needs one more Crosslands' resident)  
KCC board level: Property and Stewardship Committee (with Seth Beaver); applications will be reviewed by the appointments committee – send a note to Diane if interested by April 30.  
Art Hanging Committee changed to Art Committee  
Annual reports will be due; more details in May. All committees are responsible for submitting a report.
8. Finance Committee and Treasurer Reports SEE BELOW  
Neil Cullen for Finance: \$54,000 raised as of today, 71% of Crosslands households and 13 households from Cartmel and Coniston as well. The average gift about \$275; range of \$25 to \$1000  
(Board sang a "Thank You" song to the residents)

Neil also reviewed proposed budget for next year. Noted that the Annual Fund Drive, 2023-24 revenue shown in Line 3 of the accompanying table, Fy 2023-24 Proposed CRA

Budget, will be at least \$54,000 in the revised CRA budget. We are forecasting enough total revenue to cover our budgeted expenses.

Jim Sharp, Treasurer: Reviewed the Treasurer's Report

9. President's Remarks: Praised community for their generosity
10. Comments by Officers and Directors
11. Old Business
12. New Business
  
13. Residents' Remarks
  - Dan Hogenauer: Publicizing emergency number important
  - David Peacefull: Elevators have a number on the inside but not the outside. Also, visitors are required to get passes to go to Firbank but sometimes don't know where that is.
  - Paul Stevens: Wonderful change that the fundraising campaign has raised about 20% more than the goal of \$45,000; speaks well of the fundraising effort and what our CRA committees offer. Pleased that Cartmel and Coniston households also participated because their residents use our facilities, too.
  - Julie de Wolff: we need that emergency # and lists of staff and residents printed
  - Debby Kern: wanted Neil to explain in more detail what some of the columns meant in the proposed budget.
  - Diana Stevens: on behalf of the WC and the Culinary Advisory Committees encourages dining-in for socialization. For the Bulletin Board Committee – where is sign up for Water Treatment Plant tour?
  - Thomas Swain: another source of income is new residents; also, several months ago we were told we'd have about a 4% increase in rent, covering Jan-Mar as well as the rest of the year. How is this handled when the actual increase is around 6%? (See Ed Plasha's answer in his report.)
  
14. Remarks by CEO and staff
  - Lisa Marsilio: Enjoyed today's laughter and sense of community.
  - KCC Board Reception April 11, 3-4 p.m. in WPR.
  - Forum and Dialogue April 26 at 10:30 will cover marketing
  
  - Ed Plasha:
    - Audit: Fiscal end Dec 31, 2022. Clean audit.
    - 2022 was a challenging year but audit showed "solid community"
    - 16 vacant units at Crosslands; 3 unsold;
    - 15 at KAL and 3 unsold.
    - Health Center full.
    - To answer Thomas Swain: Disclosure statement required to report our rate increases and will show that the new budget started in January.

Quiana Pettigrew: Recruitment efforts paying off. Nursing aide training program partly contributed to increase in staff in Health Center and around June we'll be fully staffed in the Health Center. Hope to see more in Culinary by summer.  
There will be another Job Fair coming up.

Seth Beaver:

KAL -- Design and development of Kendal Health Center ongoing with construction to begin in 2024.

Mott and Woolman – Benchmark still working with residents on punch lists.

Cell tower -- will be installed on the Longwood Gardens water tower.

Alex Moreno, Resident Support Technician, will end his internship in a month; hopefully the internship will be extended six more months

Facilities plan – Roy Manno working on long range capital projects report.

Staff teams also using pickle ball court.

15. Kudos.

Anne Gross: Congratulated the Board for their excellent job in publicizing the CRA fundraiser. Also, Diane Hulse was thanked for the song.

Carol Ann Baker: Touched by generosity in this community and leadership of this group and the impact of a friendly community on recruiting new residents.

Jill Murray: Kudos to Jerome in Environmental Services

Peter Lane: Encourages dining in the center

Sam Wagner: Nice to succeed in the social area

Joan Applegate: May 6, Kentucky Derby party

16. Announcements

Jennifer Allcock, Earth Week. SEE BELOW

Announced that the Water Treatment Tour sign-up sheet would be available the next day.

Arboretum consists of 2540 trees on both campuses

Earth Week: 20 programs, including on Heritage Trees; special dinner Friday, April 28.

George Helton, Teaching and Learning Committee update

17. CRA Calendar

Next CRA Planning Meeting: April 24, 2023

Next CRA Board Meeting: May 1, 2023

CRA Director attending April 10 KRA Meeting: Neil Cullen

KRA Director attending May 1 CRA Meeting: Steve Michaels

Next Concerns Session: Music Room April 18, 10 am: Carol Ann Baker and Neil Cullen

Adjourned 11:08 a.m.

Respectfully submitted,

Linda Helton, CRA Secretary 2022-2023

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To: Members of the CRA Board  
From: Jim Sharp, CRA Treasurer  
Re: Finance Committee Update, FY 2023-24 Proposed Budget and Treasurer's Report for April 2023 Board Meeting  
Cc: Finance Committee Members Neil Cullen, Deb Savery, Dave Shipman, Jim Strickland  
Date: 3/25/23

## **Finance Committee**

The CRA Fundraising Campaign for the 2023-24 fiscal year began on March 1 and will end on March 31. As of March 22, we had received \$46,000 in gifts compared to our target of \$45,000 with 62% of households contributing compared to our goal of 75%. We are thrilled and thankful for the generosity of our community. We encourage those that have not yet contributed to give so that we can reach our goal of 75% of households and raise more funds to support our CRA activities in 2023-24.

I have attached the Finance Committee's proposed CRA budget for the 2023-24 fiscal year for board review and comment. The board does not vote on the budget at the April meeting. In April, the Finance Committee will meet to prepare a final 2023-24 budget proposal based on board comments and the most current 2022-23 revenue and expense data. I will submit the resulting budget to the board before its May meeting. The board will vote on the budget at the May board meeting.

The proposed CRA budget for FY 2023-24 is about \$8000 higher than the FY 2022-23 budget due to the increase in budgeted CRA Board expenses. You will see these expenses in lines 28-33 in the attached display. The FY 2022-23 budget did not include an estimate for CRA's payment for the external tax accountant to prepare the Federal Form 990. We have budgeted \$3000 for FY 2023-24 for this expense. In addition, we have budgeted \$800 to purchase a new laptop computer, \$650 to upgrade the CRA's QuickBooks accounting software and \$150 for office supplies. We have also budgeted \$3500 to cover the cost of hiring and training an external bookkeeper to assist the Treasurer and Assistant Treasurer. While any decision to hire a bookkeeper awaits the completion of the Finance Committee's review of CRA financial policies and procedures, we want to advise the board now of this possible expense.

# **FY 2023-24 Proposed CRA Budget**

	A	B	C	D	E
1	<b><u>Sources of Revenue</u></b>				
2					
3	Annual Fund Drive, 2023-24			\$45,000	
4	Committee Income:				
5	Craft Fair		\$1,500		
6	Copier Income		250		
6	Needlers		250		
7	Website Committee (KCC)		<u>3,000</u>	5,000	
8	Sunflower Shop			5,000	
9	Wood Shop			5,000	
10	Remainder Funds			<u>10,905</u>	
11	<b>Total Revenue:</b>				\$70,905
12					
13	<b><u>Expenses</u></b>				
14					
	Committee Expenses				
15	>\$2,000:				
16	Music Programs:				
17	Music	\$17,000			
18	Light & Lively	7,200			
19	Summer Music	<u>7,000</u>	31,200		
20	Grounds/Landscaping:				
21	Natural Areas	2,500			
22	Horticulture	<u>2,350</u>	4,850		
23	Library		7,000		
24	Forum		4,500		
25	Computer/Copier		<u>1,500</u>		
26	Total Committee Expenses >\$2,000:			49,050	
27	Committee Expenses <\$2,000 (see page 2):			13,755	
28	CRA Board Expenses:				
29	Professional Fees/Training		3,500		
30	Preparation of Form 990 (Fenstermacher)		3,000		
31	Hardware (New Laptop)		800		
32	Software Upgrade (Quickbooks)		650		
33	Office Supplies		<u>150</u>	<u>8,100</u>	
34	<b>Total Expenses:</b>				<u>70,905</u>
35					
36	<b>Surplus or (Deficit)</b>				<b>\$0</b>

	<b><u>Committees &lt; \$2,000:</u></b>	
1	Archives	\$1,000
2	Arts & Crafts Show	50
3	Art Exhibits	100
4	Audio Visual	500
5	Biographies	200
6	Birthday Dinners	300
7	Blue Bird Monitors	200
8	Bridge (Monday Duplicate)	100
9	Bridge (Wednesday Contract)	50
10	Bulletin Board	10
11	Camera Club	1,000
12	Center Wall Décor	1,800
13	Ceramics	300
14	Chorus	500
15	Flower Growing Association	300
16	Chronicle	35
17	Crosslands Players	50
	Diversity (KC Joint	
18	Committee)	750
19	Energy	250
20	First Name List	65
21	Fitness Advisory Committee	600
22	Great Decisions	145
23	House Committee	450
24	Jewelry Making	100
25	Memorial Services	100
26	Movies	100
27	Opera Lectures	600
28	Painting Studio	400
29	Photos - New Residents	150
30	Safety	150
31	Showcase	100
32	Spiritual Life	750
33	Tennis	75
34	Transportation	500
35	Tuesday Edition	100
36	TV Events	100
37	TV9	400
38	Ushers	25
39	Vegetable Garden	500
40	Welcoming	<u>850</u>
41	<b>Total Committees &lt; \$2,000:</b>	<b>\$13,755</b>

**Treasurer's Report for the April 2023  
CRA Board Meeting**

<b>CRA Funds as of the End of February 2023</b>					
		A		B	C
1		January		February	Change
2	CRA Bank Funds	\$ 90,151.81		\$ 87,288.52	-3%
3	Outstanding Checks	\$ (3,253.82)		\$ (2,417.85)	-26%
4	Reserve Fund	\$ (15,000.00)		\$ (15,000.00)	0%
5	Designated Funds	\$ (20,087.78)		\$ (20,088.26)	0%
6	Budgeted Committee Funding	\$ (38,496.56)		\$ (35,318.45)	-8%
7	Remainder Funds	\$ 13,313.65		\$ 14,463.96	9%

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(Please note that CRA obligations appear in parenthesis.)

The CRA has sufficient funds to meet its obligations.

Submitted by James Sharp, Treasurer, CR

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**1<sup>st</sup> VP Report (Concerns)**  
**April 3, 2023**

1. The Beauty Salon downstairs in the Center could use some better lighting and paint or wallpaper, particularly in the back section where the hair dryers are located. The wallpaper there appears to be of the same vintage as the dryers; likely dating to the 1970's, according to one observer.
2. A resident who always takes out his/her dinner wishes the time for take-out were longer - currently it's from 4:15 to 5:30. In response John Platt noted that the situation is in flux and the current hours are temporary; as our college students return to work for us the times will likely change.
3. A resident suggested the Emergency Phone Number needs to be posted clearly and better advertised.
4. The resident on the phone suggested the administration reissue periodically, perhaps every 5 years, to all residents who want it the large binder given to new residents, with updated information.

Also, as a follow-up on the major concerns about health care and transportation after hours that were brought up last month, I'd like to report that Donna Taylor and Cathy Emig did meet with the concerned resident(s) and discussed their issues with them. I expect that Donna Taylor is talking with others in the Administration also, since the concern goes beyond health care, and will have a report for us before long

David Camp



**2<sup>ND</sup> VP Report (Committees)**  
**April 3, 2023**

1. I am starting with a thank you and a reminder: Our community runs on volunteers. We function well because people are generous with their time and talents. Please volunteer for vacancies that are announced here. We need everyone's voice and participation. To that end, the following openings need filling:
  - o I am again requesting a volunteer to serve on the Environmental services committee, which meets with the administration. There are two openings. One has been filled. Please contact me if you are interested. This committee works with Michelle Roche, our new director of Environmental Services.
  - o There will be an opening on KCC board's property and stewardship committee at the end of this year. This committee works closely with Seth Beaver, other administrators, and KCC board members. Applications will be reviewed by the CRA appointments committee for final choice by Lisa and her staff. Please send a letter to me outlining your expertise and interest by April 30.
2. The Art Hanging Committee has changed its name to the "Art Committee." You will see its efforts expand beyond the hanging of art shows. New members welcome.
3. Annual Reports from Committee Chairs – Heads up that your annual reports will be due at the end of May. I will provide more details at next month's CRA meeting.

Diane Hulse

## **Arboretum and Earth Week Reports**

THANK YOU FOR THIS OPPORTUNITY TO CALL TWO TOPICS TO YOUR ATTENTION. I AM HERE AT THE REQUEST OF ARB. TEAM CO-CHAIR ROB SHIPMAN WHO I KNOW, THAT RATHER THAN UNDERGOING DENTAL SURGERY THIS AM, WOULD PREFER TO BE HERE.

#1: ON THURSDAY, APRIL 20<sup>TH</sup> AT 7:15 PM IN THE KENDAL AUDITORIUM, THE KENDAL CROSSLANDS ARBORETUM WILL HOLD AN ANNUAL (AND ALWAYS BRIEF) BUSINESS MEETING THAT WILL PRECEDE THE PROGRAM. New residents. please note that it is only the 2,540 trees on the landscaped areas of the K/XL campus that constitute the KCA.

SINCE ALL KENDAL AND XL RESIDENTS ARE MEMBERS OF THE ARBORETUM, YOU GET TO ELECT to the KCA Committee, THREE OFFICERS AND SIX RESIDENTS FROM EACH COMMUNITY. THE FULL SLATE OF CANDIDATES FOR ELECTION TO THE CA COMMITTEE FOR THE COMING YEAR IS POSTED ON THE BULLETIN BOARD IN THE MAIN HALLWAY, EN ROUTE TO THE CAFÉ. AFTER THE ELECTION AND APPROVAL OF A BUDGET, THE PROGRAM ON APRIL 20 WILL BE PRESENTED BY BILL THOMAS, DIRECTOR OF CHANTICLEER, WHICH IS SOMETIMES REFERRED TO AS AN ART GARDEN. LATER THIS WEEK, MORE INFORMATION WILL BE ON THE ARB TEAM WEBPAGE.

#2 THE SECOND TOPIC IS EARTH WEEK - STARTING ON SATURDAY APRIL 22 THRU FRIDAY APRIL 28, ARBOR DAY, WHEN THE CURATOR OF THE SCOTT ARBORETUM WILL PRESENT A PROGRAM ABOUT HERITAGE TREES. REPRESENTATIVES OF ALL FOUR COMMUNITIES HAVE PLANNED NEARLY 20 ACTIVITIES, PROGRAMS AND EVENTS - RANGING FROM A BOOK REVIEW ABOUT WHALES TO TOURS OF THE WASTE WATER TREATMENT PLANT THAT SERVES KENDAL, CROSSLANDS AND CARTMEL.

PLEASE SEE THE EARTH WEEK SCHEDULE ON THE BULLETIN BOARD. We hope you will want to support the activities planned for Earth Week which will culminate in a special dinner planned for Friday, April 28.

Jennifer Allcock

