

Crosslands Residents' Association
Board Meeting Minutes May 1, 2023-APPROVED 6-5-23
WPR, TV 13, Zoom

1. Moment of Silence: Richard Dietz, April 2; Edythe Sweeney, April 10; Carolyn Morell, April 24
2. Greetings and welcome to:
KRA Representative: Steve Michaels
New residents in attendance: Warren and Leslie Gifford, Dee Idnani, Rosemary McIntyre, Sheila Richmond
Our KCC Administration: Lisa Marsilio, Michele Berardi, Roy Manno, Seth Beaver, Donna Taylor, John Platt, Ed Plasha
3. Approved: Draft Agenda for May 1, 2023
4. Approved: Draft Minutes for April 3, 2023
5. Report on April 10 KRA meeting: Neil Cullen
2023-2024 proposed slate for KRA Officers and Directors announced.
Treasurer \$46,800 raised
6. Report by the First Vice-President and Directors: Concerns
David Camp: Concerns Session of April 18, 2023; CRA Board members attending: Carol Ann Baker and Neil Cullen. SEE BELOW
7. Report by the Second Vice President (Committees)
Diane Hulse. SEE BELOW
8. Nominating Committee Report: Nomination of Officers and Directors for CRA 2023-24
David Rhoads SEE BELOW
A one-year term director to be nominated by May 15
9. Finance Committee and Treasurer Reports: SEE BELOW.
New budget reflects new fundraising
Jim Sharp thanked Neil for his leadership on Finance Committee.
10. CRA President Sam Wagner explained the CRA accounting and cash accounts changes and called for approval.

Approved: Consolidation of CRA accounting and cash accounts.
SEE BELOW

Sam thanked Jim Sharp, Neil Cullen, Jim Strickland, Deb Savery, Dave Shipman for working on changing accounting procedures.

Also thanked was the ad hoc fundraising committee: Diane Hulse, Carol Ann Baker, Neil Cullen.

The Finance Committee reported the revised results of the CRA Fundraising Campaign. The committee presented and recommended for approval the revised CRA Budget for 2023-2024.
Approved

11. Comments by Officers and Directors

David Camp encouraged participation in the Staff Appreciation Fund (twice a year). All money divided up based on full/part time and length of service to the community, and goes to the staff we interact with, in lieu of tipping.

12. Old Business

Approved: CRA will fund additional 250 copies of "If You Build It, They Will Come," Crosslands' origin story. Cost is \$882.50 + UPS \$159.50.

Helene Quinones, Marketing, indicated that the Administration would be willing to contribute funds so that a total of 400 copies could be ordered.

13. New Business:

June 5 CRA Meeting will be followed by the Annual Meeting and we must have a quorum (75) to hold the Annual Meeting

14. Residents' Remarks

Elizabeth Rhoads encouraged setting a date for committees requested budgets for next year.

15. Remarks by CEO and staff

Lisa Marsilio: New Library in Kennett is "fabulous" and working on offering a sponsorship for the new library. Talked to CEO about opportunities to network.

Disassociation: Look for more info on Viibrant website. Have talked to all residents as well as people on the ready list, and town halls this week with staff.

Two job fairs this month, with emphasis on recruiting for Culinary

Ed Plasha: Disclosure Statement required to be given all by end of April. End of May meetings on Financial Audit. A few units left in apartments, over 95% occupancy.

Donna Taylor: Additional Covid booster Friday, June 2 on campus to all residents. In WPR in the afternoon. Details later.

National Nurses Day coming up. At KCC, all health services staff will be honored May 22.

Seth Beaver: WPR: Will start conversations on renovating the space and have talked to an architect about presenting concepts. Expansion options will be explored. Anne Gross asked if programming can continue throughout as it did at Kendal and was told that there will be impact during the day but resident events in the evenings likely would be okay.

Next spring: Kendal Health renovation to begin. Kendal Café is closed for 10 months for renovation.

Philadelphia Inquirer distribution being discussed. Roy Manno, Lindsay Eidson, and Seth Beaver talking to distributors.

Updating on transportation policies ongoing with Health Services to provide clarity.

David Rhoads asked about timeframe – no timeframe as yet. Would be outside capital budget.

Paul Stevens: of the 75 on ready list, how many are residents waiting to move to bigger unit? Seth responded: single digits. Will get back to Paul with exact number.

Barb Pusey spoke for “Roving Mike Committee” on how to use the mike.

Julie de Wolff to Donna. If someone can’t do June 2 COVID booster? Response: booster now available at retail pharmacies.

Spencer Irvin: Signs at officers/directors table are not legible to low vision residents. Also, some reports on the screen also not legible.

David Peaceful: WPR should have more seating capacity.

Zoom Question to Ed Plasha: What is \$11,000 equities securities loss about? Response: We all lost money in the down market of 2022 but our long term outlook will improve.

16. Kudos

Diana Stevens: Kudos to Steve Sander who had a lot to do with posters for fundraising and the bulletin board; to Mary Rodgers and Peter Rittenhouse for taking over Constant Contact; and the Culinary team for the “excellent job” with staff shortages.

Ginny Connolly: Thanked Memorial Committee, AV Committee, Culinary, Sweet Potato Fries, Housekeeping, and everyone who came to Bob’s memorial

David Rhoads: Thanked everyone for cards and concern during his convalescence and was particularly grateful to his wife, Elizabeth.

17. Announcements

Joan Applegate: Kentucky Derby in WPR Saturday May 6 from 5-7. Pick up dinner and watch the race on the projected TV screen.

18. CRA Calendar

Next CRA Planning Meeting: Tuesday, May 30

Next CRA Board Meeting June 5 followed immediately by

ANNUAL MEETING (requires a quorum 75 to elect officers).

CRA Director attending May 8 KRA Meeting: Woody Gross

KRA Director attending June 5 CRA Meeting: Pete Hillyer

Concerns: Music Room May 16, 10 am: Joan Applegate, Anne Batley

Adjourned 11:13 a.m.

Respectfully submitted,

Linda Helton, CRA Secretary, 2022-2023

President's Report
Sam Wagner, May 1, 2023
Consolidation of CRA Accounting and Cash Accounts

At its meeting last November, the CRA Board asked the Finance Committee to review existing CRA financial policies and procedures and to report any recommendations to the Board. The Finance Committee presented its recommendations at the Board Planning Meeting on 4/24/23. The Board accepted the recommendations and has directed the Finance Committee to take the following steps.

- Consolidate all CRA accounting activity into one QuickBooks account.
- Consolidate all CRA cash activity, including the Sunflower Shop and Wood Shop, into one checking account.
- Work closely with the Sunflower Shop and the Wood Shop to manage the transition from CRA's current accounting practices to those that conform to generally accepted accounting principles.
- Upgrade CRA's current QuickBooks software and purchase a new computer for CRA accounting.
- Engage an outside bookkeeper to support the Treasurer and Assistant Treasurer.

To: Members of the CRA Board
From: Jim Sharp, CRA Treasurer
Re: Finance Committee Update, FY 2023-24 Proposed Budget (Revised) and
Treasurer's Report for May 2023 Board Meeting
Cc: Finance Committee Members: Neil Cullen, Deb Savery, Dave Shipman, Jim
Strickland

Date: 4/27/23

Finance Committee

The CRA Fundraising Campaign for the 2023-24 fiscal year ran from March 1 through March 31. As of April 21, we have received \$56,400 in gifts compared to our target of \$45,000, 25% over goal. 74% of Crosslands households contributed compared to our goal of 75%. In addition, 13 households from Cartmel and Coniston participated. Gifts averaged \$274 and ranged from \$35 to \$1000. We are thrilled and thankful for the generosity of our community.

I have attached the Finance Committee's proposed CRA budget for the 2023-24 fiscal year for Board approval. This revised budget is identical to the one proposed and discussed at the April CRA Board Meeting with one exception. This revision incorporates the CRA fundraising total of \$56,400 in line 3, column D. As a result, we now forecast a modest surplus of \$495 for FY 2023-24 (line 36, column E).

CRA Funds, 3/31/23

The attached Treasurer's Report for the May 2023 Board Meeting reflects the funds in our bank accounts on March 31, 2023. We appear to be on track to meet CRA's financial obligations for the current fiscal year.

NHC, 4/27/23

CRA Budget for FY 2023-2024 March 24, 2023 Revised

	A	B	C	D	E
1	<u>Sources of Revenue</u>				
2					
3	Annual Fund Drive, 2023-24			\$56,400	
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>0</u>	
11	<i>Total Revenue:</i>				\$71,400
12					
13	<u>Expenses</u>				
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		
	Software Upgrade			
32	(Quickbooks)	650		
33	Office Supplies	<u>150</u>	<u>8,100</u>	
34	Total Expenses:			<u>70,905</u>
35				
36	Surplus or (Deficit)			\$495

	<u>Committees < \$2,000:</u>	
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
18	Diversity KC Joint 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	Total Committees < \$2,000:	\$13,755



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

CRA Funds as of the End of March 2023					
		A		B	C
1		February		March	Change
2	CRA Bank Funds	\$ 87,288.52		\$ 129,348.00	48%
3	Outstanding Checks	\$ (2,417.85)		\$ (2,572.83)	6%
4	Reserve Fund	\$ (15,000.00)		\$ (15,000.00)	0%
5	Designated Funds	\$ (20,088.26)		\$ (16,113.10)	-20%
6	Budgeted Committee Funding	\$ (35,318.45)		\$ (32,856.43)	-7%
7	Funds Raised for FY 23-24	\$ (1,797.73)		\$ (52,187.73)	2803%
8	Remainder Funds	\$ 12,666.23		\$ 10,617.91	-16%

(Please note that CRA obligations appear in parenthesis.)

The \$1,797.73 in the "Funds Raised for FY 23-24" (Line 7, Row A) at the beginning of March are from donations made by relatives at memorial services and from an overdue large refund by the New York Times that dates back to the start of the pandemic shutdown in 2020.

The CRA has sufficient funds to meet its obligations.
Submitted by James Sharp, Treasurer, CRA

**1ST VP Report for CRA Meeting
May 1, 2023
David Camp**

Update on earlier concerns

1. The Administration is still gathering references to current Transportation Dept. policies, published in several places, in order to increase their consistency, with the goal of making the policies clear to residents.
2. CRA committees that present programs are increasingly offering them on TV13 as well as 'live' in the Wm. Penn Room, in order to maximize the opportunities for all residents to experience them. This was a concern expressed previously.
3. Emergency telephone numbers, or links to them, are now prominent in the CRA website, in response to an earlier concern. They are listed thus:
Medical Urgent Needs:
During Weekday Hours: Call Resident Care: [610-388-5634](tel:610-388-5634)
After hours: Call [610-388-1440](tel:610-388-1440) (Firbank Emergency Line)
For life threatening medical emergencies, call 9-1-1 and then pull your emergency pull cord.
Medical (Non Life-Threatening) issues – After Hours: Call [610 388-5622](tel:610-388-5622)
Maintenance Emergency – After Hours: Call [610 388-5622](tel:610-388-5622)
4. In response to observations that the Beauty Shop looked shoddy in places, funds for beautification of the Shop have been requested in next year's budget

Current Concerns

1. A resident was having allergic reactions to intermittent smells or fragrances in their apartment. ACTION TAKEN: In order to identify their source, Maintenance has ordered and subsequently calibrated and installed a monitoring device that automatically notifies Maintenance, day or night, when abnormal smells occur, so personnel can arrive and determine possible source(s).
2. A resident submitted color photos of the construction 'debris' and disruption remaining near Woolman and the former Mott areas, and asked for a clean-up of those areas. ACTION TAKEN: The County and Township have been asked for approval to remove the dams and silt socks they had required for erosion control. It is a process; as grasses grow and nature recovers, such disruptions will become unnecessary and improvements will occur.

2ND VP REPORT FOR CRA MEETING

May 1, 2023

Diane Hulse

1. Annual Reports from Committee Chairs – Heads up that your annual reports are due May 31.
Link on website.
2. Good news:
 - The Environmental Services Committee, which meets with Michelle Roche, our new director of Environmental Services. JoAnne Smith and Bonnie Marcus will fill the two openings.
3. Thank Garry Stone for his leadership of Woodland Workers, which will now be led by Jennifer Allcock.
4. Thank Kay Sharp for leadership of Tuesday Fun Bridge, which has been laid down by its members.

**Crosslands Residents Association
NOMINATING COMMITTEE FOR 2023-2024 YEAR
David Rhoads
Report to the CRA Board
May 1, 2023**

We have found nominees for all the Officers and all the Directors with two year terms. We still need to find a Director for a one year term as one of those Directors has accepted a position as an Officer.

We are announcing now the eleven nominees that we currently have. We hope to quickly find a nominee for the Director with a one year term. Once we have found that nominee, we will put our list of nominees in every resident's open mailbox.

Our absolute deadline for filling and announcing that nominee is May 15, 2023. Needless to say, we want it to be much sooner. That deadline is driven by the CRA Constitutional requirement that all the nominees be announced at least one month before the Crosslands Residents Association meeting to elect these nominees to their respective positions. That meeting must be held in the first half of June.

Our nominees are:

For Director

- Judy Bongiovanni
- Renee Overholzer
- Phil Duncan
- Sue Welles
- John Caggiano

For Assistant Treasurer

- Neil Cullen

For Treasurer

- Jim Strickland

For Secretary

- Cathy Campbell

For Second Vice President

- Bunny Lawton

For First Vice President

- Diane Hulse

For President

- David Camp

I think that we have an outstanding slate of nominees for these positions, both Directors and Officers. <Round of applause>.

After their election, the terms of office for these nominees will be July 1, 2023 through June 30, 2024.

From Section 4.05 of the CRA Constitution

Independent Nominations. Not less than fifteen days before the annual meeting, any twenty-five members of the CRA may present to the Board, in writing nominations of one or more other persons together with their written consent to serve if elected. The Nominating Committee shall publicize the independent nominations by placing a list of the names in the open mailboxes. There shall be no nominations from the floor. When more than one candidate is presented for any office, election shall be by written ballot.

We have been very lucky. So far, only 10 residents have declined our invitation to fill these 12 positions. Our nominees have been willing to step up and take responsibility for running the CRA for the coming year. After all, keep in mind that we are not a country club where an employee is responsible for our activities. Collectively, we are responsible for all the activities for Independent residents, now well over 100 committees. We all need to pitch in. My personal experience in participating in committees is that it is very satisfying in at least two ways: a) the satisfaction of doing something for our Crosslands community; and b) the joy of meeting and working with other residents as part of the committee process.

To conclude, I would like to thank the Nominating Committee. They are: Debbie Borton, Roger Hahn, Richard Primo, Courtney Peterson, Jane Roberts and myself as Chair. Among other things, they filled in marvelously when I was “out of commission”. I asked them to just take over and do what was necessary and they did.

I want to especially thank Debbie Borton for her role in finding our Assistant Treasurer. Without getting into details, she was the one who really did the heavy lifting.

Mr. President. That concludes my report.

