

**Richland Place Residents Council Meeting
November 19, 2018**

The Richland Place Residents Council was called to order by President Jack Robinson at 2:00 p.m.

Members in attendance: Carolyn Brakefield, Gary Chunn, Cardy Davis, Peggy Downing, Anna Durham, Frances Duvall, Sylvia Graham, Barbara Holzman, Martha Lowe, Mary Mallen, Ellamarie Parkison, Peggy Runger, Kathryn Smith, Lester Smith, Janis Spivey, Lavonne Tarleton, Penny TeSelle, Joan Thomas, Shirley Watts, Jane Wert.

Staff: Lea Ann Grismore, Hunter Harris (partial), Gracie Daley (partial)

Guests: Dee Batey, Irma Bolster, Jeanne Alvis, Katrin Bean, Jane Norris, Gayle Lavelly, Sara Stamps, Barbara Potter, Sam Kayser, Judith Hodges, Janice Moor, Tom Potter, Suzanne Potter

Jack introduced Gracie Daley and turned the floor over to Hunter.

Hunter explained why both the Rendezvous Room and sometimes the Game Room had been occupied the last few weeks. All was for Richland Place's benefit. NHC personnel have been helping with entering data for the conversion and training our HC personnel on the new Matrix Care online system. This system will provide much enhanced system support for patient tracking in HC.

Jenna Lovell will be Whitney Barr's replacement. She is a dietitian. Her start date is not yet known.

The management of the Soda Shoppe and the coordinator for catering is still to be determined.

Reference changing vendors for food, we will continue to use NHC's preferred vendor GHF (Gordon's) for bulk items but can augment with other vendors for meats, etc.

Jack complimented contributions-to-date to the Holiday Fund. We have since achieved **\$149,504** which is more than last year's fund and sets a new record!

Lester announced that the 105 ballots cast for the Council Officers were counted by RP management and the slate of Jack (President), Ellamarie (VP), Penny (Treasurer), and Janis (Secretary) were elected unanimously. This was a very good residents' participation compared to prior elections.

Lester introduced the new floor reps for 2019 and thanked all, especially those retiring now.

On motion duly made, seconded, and carried the following were unanimously adopted:

- Authorized designated space to be set aside in the Post Office area for posting of member-related notices and other written information of the Residents Council or Management.
- Designation of Tuesday, January 15th at 2:00 p.m., as the time for the annual meeting of residents in the Meeting Room, as required by the bylaws.
- Waiver of any regular meeting of the Residents Council in December.
- Confirmation of Marcia Volow (2nd floor), Mary Chunn (3rd floor), Janice Moor (4th floor) and Denise Dowell (5th floor) as new Floor Representatives, effective Jan. 1, 2019.
- Confirmation of Barbara Holtzman (Activities), Lester Smith (Building), and Ron Filson (Grounds) as new committee chairs, effective Jan. 1, 2019.

Minutes of the Last Meeting - Previous meeting minutes were approved.

Treasurer – Penny reported gifts of \$225 and expenses of \$303.85 for an ending balance of \$11,458.63. Details, including gifts and ending balances by committee, are on the attached report.

Marketing - Lea Ann reported two units with December move-in dates and two with February dates. Approximately 140 people remain on the waitlist. There are now three units to be available soon. Details, with names, are attached. To date 17 apartments have changed residents this year.

Reports of Floor Representatives

1st Floor: The reps met with Bobbie Grubb in 105.

2nd Floor: Reported that Ann Stillman died.

5th Floor: Reps met with Bob and Phoebe Drews.

Committee Reports Highlights

(There are a limited number of reports attached due to our earlier meeting)

Activities: Ellamarie told us that December activities will include 4 Blair concerts, a holiday singalong, the Holiday Party on Dec. 11th, and a Brunch on Dec. 24th.

Discussion was held about a request to celebrate New Year's Eve at 12:30 p.m. instead of the 7:30 p.m. time of the last few years. The Council would prefer to continue with the 7:30 p.m. time.

Ellamarie announced that Barbara Holzman would be assuming this committee's chairperson position.

Building: Lavonne reported a need for an old boiler to be replaced. The committee recommends 4 smaller boilers be installed as that will provide needed backup.

The induction coil installation is waiting on the new contractor to complete the contract.

She also reported that swapping the Flower Committee's home base and the art supplies for residents who share the Craft Room with the current Salon Room is being reviewed. The Salon needs fewer sinks and dryers so could use less room. Much more information will be reviewed prior to this recommendation. There is currently no budget for this change.

Communications: Online files continue to be maintained. Janis reported that one of the new residents had tried to print the photo directory using the computer in the Study. This would have depleted ink supplies as well as being onerous to that printer. She requested that Floor Reps be sure to inform new residents that the binder with the directory printout, as well as resident's introductory information from the newsletter, is available for use in our Library.

Finance & Management: Cardy reported HC had 93.321% occupancy (YTD average 93.23%) and IL had 98.27% (YTD 98.43%).

Financials for October and YTD Variances of Actual Revenue from Actual Expenses. Numbers in () are negative.

		Variance
		Actual
HC	Oct	\$ (37,384)
HC	YTD	\$ (218,426)
IL	Oct	\$ 40,244
IL	YTD	\$ (78,640)
Combined	Oct	\$ 2,860
Combined	YTD	\$ (297,066)

Independent Living continued a monthly positive result for October but still has a negative variance YTD due to the fact that April through August were negative. HC remained negative for the month and for YTD.

The committee worked on the 2019 budget for input to the RP Board in early November.

Flowers: Sylvia reported that West End Methodist no longer brings the flowers down from the altar so our flower drivers have to do this.

Evelyn Clark gave a bamboo plant and special vase to us. It is on display in the atrium.

Dolores Seigenthaler and Barbara Holtzman furnished blooming Christmas cactus for the atrium too.

Arrangements for Christmas are being planned.

Food: Hunter had covered the changes in his earlier presentation.

Gifts: This was covered in the Treasurer's report.

Grounds: Gary reported leaves have been raked and pansies were planted and that outside holiday lights would be turned on the night after Thanksgiving Day.

House: No report.

Library: 115 books were checked out and 20 books were added. No Audio books were checked out.

Only around 25+ movies were viewed and 3 were added.

Discussion was held reference fee collections for the apartments. Lea Ann explained:

- New residents are given up to 120 days to move in
- When a unit is vacated, there are 30 days allowed to vacate the apartment. Some family allow the unit to be shown during this time.
- At the completion of vacating, the fee must be paid for an additional 60 days.
- One recent apartment turnover required 3 months of renovation, but normally it can be completed in the 60 days.

Forms for nomination of the Resident Service Award will be distributed by Janis at the end of November for return by December 14th.

There being no further business, the meeting was adjourned at 3:00 pm.

Respectfully submitted, Janis Spivey, RP Council Secretary

Oct 2018

Penny TeSelle, Treasurer

Funds	Beginning Balance	Gifts	Expenditures	Ending Balance
Flower	\$3,943.91			\$3,943.91
Grounds	\$2,835.28			\$2,835.28
Library	\$3,867.95		\$413.56	\$3,454.39
General	\$1,482.90		\$189.00	\$1,293.90
Employee/Holiday	\$1,760.00		\$1,750.00	\$10.00
TOTAL	\$13,890.04	\$0.00	\$2,352.56	\$11,537.48

Richland Place Residents Council

Treasurer's Report

Nov 2018

Penny TeSelle, Treasurer

Funds	Beginning Balance	Gifts	Expenditures	Ending Balance
Flower	\$3,943.91	\$100.00	\$49.08	\$3,994.83
Grounds	\$2,835.28	\$100.00	\$184.63	\$2,750.65
Library	\$3,454.39	\$25.00		\$3,479.39
General	\$1,293.90		\$70.14	\$1,223.76
Employee/Holiday	\$10.00			\$10.00
TOTAL	\$11,537.48	\$225.00	\$303.85	\$11,458.63

Richland Place Residents Council

Treasurer's Report

December 2018

RESIDENT COUNCIL
MARKETING REPORT
November 2018

Reserved Apartments

- 517- Bob and Phoebe Drews- move in 12/4
- 515- Betty Werthan- move in the 2nd week of December
- 502- Hazel Hughes- move in February
- 110- Sally Levine- move in February

Apartments becoming available soon

- Apt. 232 (Stillman)
- Apt. 422 (Werthan)
- Apt. 100 (Ben Morris)

There continue to be approximately 140 prospects on waitlist.

Respectfully Submitted,

Lea Ann Grismore

Richland Place Activity Committee Meeting
11/20/2018

Present: Irma Bolster, Mary Chunn, Sylvia Graham, Anne Gulley, Barbara Holzman, Ellamarie Parkison, Jack Robinson, Peggy Runger, Sally Scott, Joan Thomas, Becca Jordan, Lea Ann Grismore

Discussion:

- ③ Becca presented an agenda of items to be discussed.
- ③ Too many music programs? Group says a resounding NO. Residents enjoy the programs and Blair should never be turned down b/c they offer many quality programs without charge.
- ③ *The Polar Express* was chosen for the Monday Matinee among offerings suggested by Becca.
- ③ Nashville Jam was suggested as a brunch outing for the "Lunch Bunch"
- ③ It was decided an Opry Mills trip might require too much walking for our residents.
- ③ A program on Internet Safety offered by Fifty Forward is suggested for January
- ③ We are waiting for confirmation from the Frist on a date to visit.
- ③ Hoping to book Shawn Knight for a presentation in January.
- ③ Gary Chunn will get a group together to carol to residents on the 4th floor of Health Care and shut-ins in Independent Living who would welcome carolers.
- ③ The New Year's eve party will last until 8:00!! We will have entertainment by the Whitings, a husband/wife duo who present a Vaudeville like program with music, comedy and dance.
- ③ Brunches - some find them difficult to navigate and perhaps we should not have three in a row as happened recently.
- ③ Barbara Holzman will set up and light candles in the atrium for the eight nights of Hanukah
- ③ We will have a Holiday Open House on December 17, visiting apartments of residents who wish to open their homes. No food will be served in homes. Wine and cheese will be in lobby.
- ③ Anne Gulley suggested a speaker from the YWCA regarding their domestic violence program and perhaps a program on mindfulness.
- ③ Becca will look into the possibility of attending *Tuba Christmas* on December 11.
- ③ Tech help with Uber/Lyft/GoGo Grandparent will be offered in January

(The following activities are in addition to regularly scheduled events) - all subject to change -

- December 4 - John Johns, Blair School of Music
- December 5 - Piano students, Blair School of Music
- December 6 - Martha McGee, Blair School of Music
- December 8 - Cello Choir, Blair School of Music
- December 10 - Christmas Sing-a-Long with Gary Chunn
- December 11 - Holiday Candlelight Party
- December 13 - Precollege Honor Scholar Recital, Blair School of Music
- December 14 - *Changing Gears*, handbell choir from Westminster Presbyterian Church
- December 18 - Birthday Dinner
- December 19 - Movie Matinee
- December 20 - *Ken and Jerry's Nice Dream* performance
- December 31 - New Years Eve Party
- December 28 - Bean Bag Toss

Next Activity Committee Meeting : Tuesday, December 13 - 9:30 in the dining room.

Submitted by *Ellamarie Parkison*

Building Committee Minutes for November, 2018

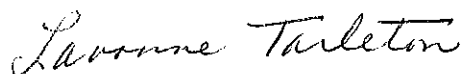
The Building Committee met November 14, 2018, at 1:00 PM in the Conference Room. Members present were Sam Kayser, Lester Smith, Cardy Davis, Lem Tanksley, Hunter Harris, and Chairman Lavonne Tarleton.

The boiler for our domestic hot water system will need to be replaced in the near future. Currently it is one large boiler. If it should fail, we would have no hot water in our apartments. Rich recommended that we replace it with 4 smaller boilers. Should one fail, we would still have hot water. This would cost twice as much. After discussion, we all agreed that the current boiler should be replaced with 4 smaller boilers.

Lester Smith reported that we are still waiting to get a signed contract for the induction coil we want installed in the Meeting Room. It will be installed as soon as possible.

There has been discussion by the residents over the need for a craft workroom, especially for space for our artists to set up easels and have a place to store paints, etc. Lavonne discussed with our beautician Miriam about turning the beauty shop into a craft workroom and the current flower room into a beauty shop. Apparently, this is the way it was originally. Hunter said he will look into this and we will discuss it next meeting.

Respectfully submitted,



Lavonne Tarleton, Chairman

January 1, 2018 through November 26, 2018

Month	Flower	General	Grounds	Holiday	Library	Grand Total
11-Nov	\$100.00		\$100.00		\$25.00	\$225.00
9-Sep	\$25.00		\$135.00	\$100.00		\$260.00
8-Aug	\$175.00		\$130.00	\$675.00	\$400.00	\$1,380.00
7-July	\$100.00		\$225.00	\$75.00	\$980.00	\$1,380.00
6-June			\$100.00	\$50.00	\$25.00	\$175.00
5-May					\$120.00	\$120.00
4-Apr	\$185.00		\$325.00	\$285.00	\$495.00	\$1,290.00
3-Mar	\$85.00	\$35.00	\$460.00	\$75.00	\$185.00	\$840.00
2-Feb			\$200.00	\$500.00	\$350.00	\$1,050.00
1-Jan			\$200.00			\$200.00
Grand Total	\$670.00	\$35.00	\$1,875.00	\$1,760.00	\$2,580.00	\$6,920.00

Submitted by Joan Thomas
 Gifts and Memorials
 11-19-2018

LIBRARY COMMITTEE REPORT TO RICHLAND PLACE COUNCIL

NOVEMBER 19, 2018

The November Library Committee meeting was held a week early – on October 29. The single agenda item was consideration of materials in the main room closet area - Travel and Art categories.

We will cull or “weed” those categories by marking for withdrawal items which have never been checked out at all or used within the past 8 years except for display. These items will be marked for removal and withdrawn from the collection. When this step is complete, we will rearrange them by moving these groups down to a lower shelf for easier retrieval, moving the shelves themselves down an inch or two.

November Statistics:

Books Added - 20

Books circulated - 115

13 Large Print

0 Audio