

Richland Place Residents Council Meeting
March 25, 2019

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

Members in attendance: Cardy Davis, Denise Dowell, Frances Duvall, Ron Filson, Sylvia Graham, Barbara Holzman, Mary Mallen, Janice Moor, Kathryn Smith, Lester Smith, Janis Spivey, Penny TeSelle, Joan Thomas.

Guests: Lavonne Tarleton, Shirley Watts, Suzanne Potter, Joyce Horsley, Yvonne Latham, Mary Boyd, Mary-Elizabeth Debicki

Staff: Gracie Daley

President: Jack Robinson commented on the residents' survey results and stated that copies of survey comments had been distributed to committees for information and possible follow-ups.

-He also stated that 104 surveys were returned with 97% overall satisfaction.

Minutes of the Last Council Meeting: February's minutes were approved by vote.

Treasurer: Penny TeSelle reported a corrected 2/25/19 balance of \$13,021.56 with gifts of \$250 and Expenses of \$423.54 for an ending balance of \$12,867.52.

Marketing – Gracie Daley reported the apartment changes. Details, with names, are attached. Only apartment 229 is currently available for marketing. There are 154 names on the waitlist.

Reports of Floor Representatives

1st floor reported that Mary Howard Hayes has moved in.

3rd floor will be having a 5th Sunday party

Committee Reports Highlights

(Much more detail on the attached reports)

Activities: Highlights of Barbara Holzman's report are: on 4/3 Mexico 1937 lecture, on 4/5 a new comers assembly followed by a library tour, and on 4/8 a Frist outing.

-Marlin Sanders will repeat her popular flower demonstration on 4/11.

-The monthly party is 4/16 and will be a mixer with no reserved tables; the theme is "Wacky-Tacky" with a costume prize.

-There will also be a 4/29 lecture on "Keeping Your Independence and Strength."

-Many more activities are on the attached report. Activities' goal for 2019 is to get more new-resident participation.

Building: Lester Smith reported that our front entrance area stabilizing is completed.

Communications: Janis Spivey reported Denise Dowell and she are updating the Residents Handbook by deleting outdated data, fixing conflicting information, having Committee chairpersons review and update their information, and adding additional topics. Denise reported that she has restored the dining room menu information in rpbooks.weebly.com and is adding the Soda Shoppe as well.

Finance & Management: Cardy Davis reported on our results through February.

-IL had another excellent month with Net Income exceeding actual by \$57.7K and YTD by \$110K! Occupancy continued at 98%.

-HC continued to have a loss in February by -\$135K and YTD by -\$298K. Occupancy remained at 95.5%.

-Our combined result was Net Income of -\$77K and YTD by -\$188K.

-Hunter Harris is optimistic that 2019 Medicare reimbursements could improve for 2019. He is at an NHC class this week on Medicare changes.

-The committee discussed drug sourcing and pursuing competitive bids; Hunter said this idea is not possible at this time.

-HC expansion will include 14-15 new parking spots.

Flowers: Sylvia Graham reported that West End Methodist Church furnished flowers 4 (of 5) Sundays during the month. Marlin Sanders purchased and arranged flowers for the other Sunday.

-Elizabeth Collins' daughters brought several arrangements from her birthday party.

-Mary Sharp arranged flowers for the coffee table in an antique vase given by Dee Batey.

Food: Janis reported for Jane Wert. Jenna Lovell, Director of Nutrition, met with the committee.

-Ifa discussed the Sunday adjustments and said he appreciated how well the residents are closing the serving dishes to keep the food warm. Residents have offered positive feedback on the brunch food.

-170 people were served on a current Sunday.

-April's newsletter will contain instructions for call-in orders, pickups and deliveries.

- Menus rotate in a 6-week cycle. The next cycle begins at the end of April.
- Having a hostess for seating is being addressed.

Gifts: Joan Thomas' report showed gifts by fund for March of \$200 with a \$2,235 total YTD.

Grounds: Ron Filson reported that Old South Landscaping has begun its weekly maintenance tasks (see his report for the long list of tasks), which will continue through October.

House: No report.

Library: Kathryn Smith reported that Denise Dowell will instruct the committee members on using the Library computer so they can help the residents more easily.
-The annual book and movie inventories are in progress.

New Business: Discussion was held about the inclusion of a parking space at the garage entrance. It was reported that more detailed information was being sought, that several parties had questioned the propriety of that proposed space, and that it is hoped that such space can be deleted from plans as unnecessary and not cost effective.

There being no further business, the meeting was adjourned at 2:50pm.

Respectfully submitted, Janis Spivey, RP Council Secretary

Richland Place Residents Council Meeting Agenda
2:00 PM, Monday, March 25, 2019

- President's Remarks
- Vice President's Report -- EllaMarie Parkison
- Approval of Secretary's Minutes of February 25, 2019
- Secretary's Report
 - Revising Resident Handbook; will put it back online at rpbooks.weebly.com
- Treasurer's Report – Penny TeSelle
- RP Marketing Report – Lea Ann Grismore
- Reports of Floor Representatives:
 - First: Peggy Downing and Mary Mallen
 - Second: Joan Thomas and Marcia Volow
 - Third: Mary Chunn and Alene Harris
 - Fourth: Frances Duvall and Janice Moor
 - Fifth: Martha Lowe and Denise Dowell
- Reports of Committee Chairs:

• Activities	Barbara Holzman
• Building	Lester Smith
• Communications	Denise Dowell
• Finance & Management	Cardy Davis
• Flowers	Sylvia Graham
• Food	Jane Wert
• Gifts & Memorials	Joan Thomas
• Grounds	Ron Filson
• House	Penny TeSelle
• Library	Kathryn Smith
- Old Business
- New Business

Next Meeting: 2:00, Monday, April 22, 2019

Treasurer's report

March 23/2019

Bal as of 2/25/2019 \$13,021.56 corrected

Income \$250

Expenses \$423.54

Bal as of 3/23/2019 \$12,867.52

Penny TeSelle, Treasurer

MARKETING REPORT

March 2019

Reserved Apartments:

102- Mary Hayes- move in date- 3/23

101- Jo and Dan Church- move in date- unknown at this time

232- Dr. Larry and Leah Berman- move in date- unknown at this time


330- Harris Gilbert- move in date- 5/22 or 5/23

422- Ula Carol- move in date- 4/11

We are currently calling the wait list for Apt. 229.

There are 154 people on our wait list.

Respectfully Submitted,



Lea Ann Grismore

320

Activity Committee -- March 19, 2019

Members in attendance: Sylvia Graham, Mary Chunn, Irma Bolster, Joan Thomas, Anne Gulley, Sally Scott, Barbara Holzman, Jack Robinson, and Becca

Activities planned for April include:

April 1, 2:00 pm Monday Matinee showing Bringing Up Baby

April 3, 2:00 pm, Tom Potter will give a lecture entitled "Mexico 1937"

April 5, 9:30 am, Our semi-annual newcomers gathering followed by a tour of the library

April 8, 1:00 pm, There will be a trip to the Frist with a docent tour of the Impressionist Exhibit

April 11, 10:00 am, A Flower Demonstration by Marlin Sanders

April 15, The lunch bunch will go to Flipside

April 16, 5:00 pm: The monthly party will be a mixer. There will not be any reserved tables. The theme will be "Wacky-Tacky" and a prize will be given for the tackiest dresser.

April 23, 2:00 pm, A special 2:00 performance by Blair School of Music This is a 2 hour performance that will have an intermission with wine and cheese being served

April 24, 3:00 pm: Two tournaments will be going simultaneously in the Garden outside the atrium -Croquet and bean bag

April 29, 3:00pm: A lecture by Michael Fish on "Keeping you Independence and Strength

Future plans that were discussed include:

Parties for the coming months will include Cruise Day in May and the Casino Party in August.

Mother's Day brunch will have canned music

May 8 we will have a tour of the recycling center

Lunch out in May will be to Portland, TN at the 5 Chefs

Next Meeting is April 16 in the private dining room

Minutes

Building Committee

March 13, 2019

Present: Gene Clark, Cardy Davis, Ron Filson, Sam Kayser, Lavonne Tarleton, Rich Abell, Hunter Harris, Lester Smith, presiding.

The meeting was called to order by Lester who then reviewed the status of structural repairs at the front of the building, in the parking lot near the garden plots and at the catch-basin on the east side of the U-shaped main drive. The stabilization of the front entrance area is largely complete. All 18 piers and supporting brackets are in place, partially back-filled and the brick cracks are tuck-pointed. Excavation of the sunken parking spaces near the garden plots has begun in preparation for a 20'x15' concrete cap over the sunken area. Catch-basin repairs have begun in the main drive area. All work should be completed by the middle of next week.

The partial power outage of last Saturday night, March 3rd, was caused by a transient impulse induced on the power system during one or more near-by thunder-storms prevalent that evening. This impulse blew 400amp fuses in one of the main switches. This switch fed a downstream panelboard serving several pumps, cooling tower items and other mechanical systems, resulting in loss of domestic hot water and heating water throughout the building. It was Sunday morning before replacement fuses could be obtained and systems reset. Rich spent the weekend here as did others including Danny Lunn on Sunday.

A discussion followed regarding any similar occurrence in the past, in the memory of those present. There being none, it was concluded there is no need to install surge suppressors at this time.

Lavonne asked that attention be given the thresholds in the entry of Mrs. Bryant's apartment, #119, where parquet floor meets carpet. After some discussion and after adjournment, Committee members conferred with Mrs. Bryant and offered the solution to the problem. This is now being evaluated by her.

Lavonne brought to the Committee's attention the monthly cost of television/wi-fi services chosen by residents on an individual basis. She suggested expanded

services might be better negotiated on a group basis and the cost included in monthly fees. A discussion ensued focusing mainly on the highly variable personal choices made based on one's perception of one's needs. Beyond the provision of basic TV and wi-fi offered now, the Committee concluded these choices are best left to each resident.

There being no further business, the meeting was adjourned.

Finance and Management Committee Report to March Council

1) Occupancy:	Health Care	Independent Living
February	95.18%	98.16%
YTD	95.49%	98.35%
2) Financials:	Health Care	Independent Living
February Net Income	\$134,782 LOSS	\$57,725 PROFIT
YTD Net Income	\$298,066 LOSS	\$110,028 PROFIT
	Combined	
February Net Income	\$77,057 LOSS	
YTD Net Income	\$188,038 LOSS	

Health Care losses are partially related to problems with the new Matrix patient tracking system. Hunter is optimistic that anticipated changes in Medicare may provide better reimbursement for expenses. It is also anticipated that the expansion, which should be complete by year end, will provide more outpatient PT revenue. There will also be an increase of perhaps 14 outside parking spaces as a part of the Health Care expansion. NHC currently supplies drugs for patients. This is an under reimbursed expense. We discussed switching to a lower cost supplier, but Hunter tabled this discussion because it would be too difficult.

- 3) Goals for Finance and Management Committee
 - a) Maintain positive income for Independent Living.
 - b) Assist in any way we can to help Health Care eliminate their negative income.

Cardy Davis

March 2019 Flower report

March is one of the five months of the year with five Sundays, the flower committee received church arrangements on 4 Sundays, Marlin Sanders purchased and arranged flowers on the 4th Sunday. Several Committee members watch served, assisted a little, but learned lots!

Elizabeth Collins' daughters brought several arrangements from her birthday party. These were displayed on the small tables in the public areas. Mary Sharp made an arrangement for the coffee table in front of the fireplace, in an antique vase given to us by Dee Batey.

The flower committee met on Friday, March 8 in the craft room; we continued looking at vases, giving some away, and supplies, we also made our monthly assignments. Janis Spivey, our council representative met with us.

Sylvia Graham

Food Committee Report for March, 2019

The committee welcomed Jenna Lovell our new Director of Nutrition. She shared much of her background and special training so that the members would be acquainted with her expertise.

Ifa El, Director of Dining Services, discussed the Sunday brunch and the pros and cons that have been given to him. The tables have been moved more toward the omelet station to facilitate better access to the breakfast items for those choosing that type of brunch. Residents using walkers have found it difficult to navigate the area in the past, so Ifa has tweaked the order of dishes presented to help with that. Most diners have continued to replace covers to the serving trays thereby assuring that the food remains hot. Ifa has clearly marked each item for diners to see what the offerings are, one does not need to lift up the cover to identify the food. Serving spoons are available on both sides of the tables with saucers on which to place them when one has served oneself thereby solving the problem of serving spoons being dropped into the dishes.

The committee was very satisfied with the brunch items and complimented Ifa on his excellent choices and presentation of those offerings. 170 people were served on the previous Sunday with 12 take-out orders delivered. The committee discussed the possibility of having seatings at 11 and 12:30 on Sundays, but dismissed that after considering the crowd that would need to be seated at the same time. This discussion was held to try to accommodate residents who have to wait for a table to become available around the 12:00 time. Ifa asked that residents make reservations for tables of five or more. Many times a group that was casually formed after church will come and ask for a table for 6 to 8 or more and it is very difficult to accommodate them.

In the next monthly newsletter, residents will read a request to call in their take-out orders from 3 in the afternoon until 5. The logistics of putting together trays for pick-up or delivery require that the requests be made before diners begin to enter the dining room. In an effort to fulfill those requests, (and there are many, daily) callers will be asked to say whether they want the pick-up to be at 5:30 or 6:45. The latter hour will help the staff to prepare the trays after the rush of the dining room has ended. The committee felt that many who order take-out would prefer the later time and it would help the kitchen to better serve those residents. There will be only one delivery, however, and that will be after the 5:30 requests are submitted. Three free deliveries are available and after that there is a \$3.50 charge for each delivery (each month). The delivery to residents who are ill and need more than 3 free deliveries was mentioned, but it was decided not to get involved in that determination.

The committee discussed the 6 week cycle of menus – some members are weary of the offerings and look forward to new items. New spring and summer menus will be coming out the end of April. Ifa and Jenna are working on them now.

It was mentioned that the larger tables need larger turntables. Ifa is going to check his catalogues for suitable ones. A suggestion was made that the larger tables not have turntables and two sets of salt and pepper be placed on them along with the other items so that diners can reach them easily and pass them on to other diners. Also, each table needs to have pencils and comment cards available for diners to express their likes and dislikes. The wait staff will check that daily.

Once again the problem of the hostess not being available for seating residents quickly was mentioned. This is being addressed and solved it is to be hoped!!

The meeting was adjourned. Jane Wert

January 1, 2019 through December 31, 2019

<i>Month</i>	<i>Flower</i>	<i>General</i>	<i>Grounds</i>	<i>Holiday</i>	<i>Library</i>	<i>Grand Total</i>
1-Mar			\$50.00	\$25.00	\$125.00	\$200.00
1-Feb	\$250.00	\$100.00	\$250.00	\$100.00	\$625.00	\$1,325.00
1-Jan		\$35.00	\$200.00	\$350.00	\$125.00	\$710.00
						\$0.00
Grand Total	\$250.00	\$135.00	\$500.00	\$475.00	\$875.00	\$2,235.00

Submitted by Joan Thomas
Gifts and Memorials
03-23-2019

GROUNDS COMMITTEE: RICHLAND PLACE

MARCH 25TH, 2019

Old South started weekly maintenance for 2019 on March 12th.

This weekly ground maintenance consists of the following:

1. Mow all grassy areas over the entire property.
2. Remove weeds from all the flower beds
3. Edge the perimeter of all the garden plots. Other areas may be edged as required
4. Remove the garden trash next to the large trash can at the garden. Normally they would also empty the garden trash can; However, they did not do that this time because it contained just normal trash that had accumulated on the past several weeks. Richland Place maintenance must be requested to empty the trash can. Once the gardeners return and start using the trash can then Old South will empty it weekly.
5. Finally, Old South blows the debris from the sidewalks and driveways and removes same.

Old South should continue this weekly maintenance until about the end of October. It is possible that a week will be missed every now and then due to the weather and/or growth pattern.

They will address other needs should they occur.

Ron Filson, CHM

LIBRARY COMMITTEE REPORT TO COUNCIL FOR MARCH 2019

The Library Committee met on March 4.

All members expressed having some difficulty in working with the computer in the Library. We will ask Denise Dowell to help us understand its peculiarities in order to make better use of it and help residents use it more easily.

Most of the meeting was spent planning for an annual inventory of the collection to be carried out in March. Printouts will be made of each Category and entries will be checked against book on the shelves in order to discover missing and/or misplaced books.

Janis Spivey will conduct a separate inventory of the DVDs/movies to discover missing items and try to retrieve them.

Average circulation for 2018 was 134 per month.

Kathryn Smith, Library Committee Chm.