

**VILLAGE ASSOCIATION MEETING
FRIDAY, SEPTEMBER 6, 2019, BETHESDA THEATER
MINUTES**

1. Chair Charlie Scott, called the meeting to order at 2:00 p.m., Friday, September 6, 2019.
2. Chaplain Pat Spears offered the invocation prayer.
3. Secretary Bill Marlowe announced, effective immediately, that in addition to the meeting minutes being available at Corson Lobby and Highlands Front Desks, they will also be available on *Sunnyside Times* and Sunnyside Resident Apps (Touchtown Community). He noted members can also email him and he would provide them with the minutes. Secretary Marlowe stated his email address is on the list of Village Association Board Members located at the Treasurer's Desk next to the Audio/Visual Desk, as well as on Sunnyside Resident Apps. He stressed starting with the next meeting, December 6, 2019, the minutes would no longer be read aloud at meetings.

Secretary Marlowe then read the minutes of the last Village Association Meeting, May 3, 2019. The minutes were voted upon and unanimously approved by the members present.

4. Treasurer Jackie Gerrard presented the Treasurer's Report. She reported the current balance is \$231.69, plus \$23.58 in Petty Cash, for a total of \$255.27. Treasurer Gerrard reported there is currently a total of 161 Village Association Members. She noted that at \$5 per member, and assuming everyone pays, that comes to \$805 total dues for the year. The report was voted upon and unanimously approved.
5. Old Business: None.
6. New Business: Corporate Office CFO Ken Boward, Executive Director Josh Lyons, and Building and Grounds Director Robert Shenk, gave a presentation on Maintenance and Capital Replacements. CFO Boward's PowerPoint slides are in Attachment 1 and Executive Director Lyons's PowerPoint slides are in Attachment 2.

The overall theme of their presentation is that Sunnyside Communities is spending significant dollars to invest back in the communities as exhibited with CFO Boward's presentation. There is ongoing dialogue and planning with each campus to build that investment plan each quarter and annually.

From the campus level, Sunnyside works closely with maintenance to ensure they are maintaining residents' homes as well as the large commercial assets of the campus. Sunnyside allocates significant dollars each year to address ongoing preventive and home maintenance issues. Sunnyside plans accordingly for those homes as they age.

Sunnyside will continue to develop the use of the “WorxHub” system as another tool to use in the management of this process.

Building and Grounds Director Shenk stated his Department does look out after Sunnyside. He noted that he has been here 41 years, so he must be doing something right. Director Shenk said people change and when new residents move in, they want different things. He noted that tearing down a 1960s house and rebuilding it from the ground up is actually less expensive than trying to renovate it to ADA¹ code.

7. Announcements:

a. Resident Council President Tom Harkins shared he had three quick announcements.

(1) Resident Council meetings are now broadcast over in-house TV Channel 971.

(2) In a recent special election, Ralph Allen was elected as Vice President of the Resident Council, replacing Bill Compton, due to health reasons.

(3) President Harkins updated members on the request to have a resident sit on the Sunnyside Corporate Board of Directors.

b. Independent Living Events Coordinator Layna Erney updated members regarding September’s *Funside*.

c. Sunny Treasures Chair Kay Stilwell reminded members of the furniture sale tomorrow morning (Saturday, September 7th), 9:00 to 11:30, in the Bistro basement. She said they have much more than furniture: they have kitchenware, trashcans, CDs, phones, and other miscellaneous items. She encouraged all to stop by and see “all the goodies.” She mentioned they also have new fall decorations on sale in the shop.

She reminded members that Sunny Treasures is paying over one-half the costs for renovation of the Sunnyside Room.

Chair Stilwell also mentioned the Sunnyside Employee Christmas Fund. She said she and Jim are Co-Chair of the committee this year. She stressed there are only 88 days until the deadline for receiving donations for this fund. She noted the collection box has been put back on the wall in the Highlands, and there is also one by Katheryn Bennett’s desk in Corson Lobby. She encouraged members to start saving money for this fund. Chair Stilwell reminded members that residents do not tip employees all year at Sunnyside. She remarked that members last year gave money to 345 employees. She noted this is the only opportunity members have to remember Sunnyside employees in a monetary fashion. She stated she and Jim will soon send out the first letter to remind everyone. Chair Stilwell encouraged members to remember all the help Sunnyside employees give and to be as generous as you can.

¹ Americans with Disabilities Act of 1990.

- d. Highlands Library Coordinator Barbara Boothe thanked all who recently submitted Library Surveys. The information collected will be helpful for both the Eiland Center and Highland Libraries.

Coordinator Boothe mentioned the Highlands Library is using Tiny Cat as the card catalog. She said she and Colleen Cahill-Landis have finished inputting the books in the database. The library has about 1,600 books.

Coordinator Boothe noted the Highlands Library Open House will be next month on October 9th, from 1:00 p.m. to 4:00 p.m. It is scheduled during the same time as the Highlands Open House. She said, “Just be sure you don’t stay on the 1st floor—come up to the 3rd floor and see a demonstration of Tiny Cat and get some information on how to search the card catalog online from your home.”

Coordinator Boothe noted, beginning with the new year, the library will be hosting bi-monthly information and hands-on sessions on how to use Tiny Cat to check out a book and help everyone familiarize themselves with the library.

- e. Neighbors Program Chair Frances Sale stated the Neighbors Program has three new residents. The new residents and their assigned neighbors are:

New Resident	Neighbor
Nancy Gilbert	Ellen Campbell
Charles & Mary Henderson	Judy & Lou Bukaukas
Jack & Margaret Thompson	Judy & Bill Hutton

Chair Sale noted Nancy Gilbert, and Jack and Margaret Thompson are not here today. However, the Thompson’s absence notwithstanding, Judy Hutton presented information regarding Jack and Margaret.

Judy Bukaukas asked Charles and Mary Henderson to stand and she introduced them to the members.

Chair Scott made closing comments, thanking the members for coming. He reminded members that the minutes would be available at both Front Desks and also on *Sunnyside Times*, and Resident Apps. In addition, members may email Secretary Marlowe and he will send them the minutes.

Chair Scott announced the next meeting of The Village Association is Friday, December 6, 2019. He invited all to enjoy the ice cream social.

The meeting was adjourned at 3:15 p.m.

A handwritten signature in blue ink that reads "Bill Marlowe". The signature is written in a cursive style and is centered on the page.

Bill Marlowe
Secretary

Attachments:

- (1) CFO Boward PowerPoint slides
- (2) ED Lyons PowerPoint slides