

Cornwall Manor Society Executive Board Meeting Minutes March 9, 2023

Present: Gini Badger, President; Carol Holt, Vice President; Debby Tanico, Treasurer; Margery Gardner, Assistant Treasurer; Jean Renaud, Secretary; Ellen Arnold, Coordinator of Campus Programs & Projects; Jim and Doris Work, Coordinators of Corson Programs & Projects; Pauline Charles, Coordinator of Health Center Programs & Projects; Marcie Orledge, Manor Shoppe Co-Chair; Sally Renda, Crafters; Debbie Grubbs, Nominating Committee Chair; Linda Chadbourne, Blooms Chair; and Stacia Layser, Administrative Liaison.

The meeting was called to order at 10:00 AM by President Gini Badger. Carol Holt said a prayer asking for guidance in our deliberations.

President's Report – Gini Badger

- Gini welcomed Linda Chadbourne, Blooms Chair, to our meeting.
- Minutes from the three meetings held in November – Retreat, Executive Board Meeting, General Meeting – were sent to everyone for perusal. All three sets of minutes were accepted as written.
- In 2023 Bob Roth will be Financial Reviewer.
- In 2024 Rita van Alkemade will be Blooms Chairman.
- Carolyn Baker's paintings will be on display on April 7, 2023, from 5:00 PM until 8:00 PM at Lebanon Picture Framing and Fine Art Gallery located at 847 Cumberland Street. Postcards with directions to the gallery will be available at the General meeting on March 16th.
- Cornwall Manor Society General Meeting
 1. This meeting does not lend itself to zoom or recording since there will be a presentation by the Manor Men and a conversation between Carolyn Baker and Mary Ann Hoffman. To attend everyone must come in person.
 2. Carol Whitfield will collect money for lunch.
 3. The meeting will probably last longer than an hour so please keep all presentations to five minutes.
 4. We will introduce any new Society members that attend. Mary Ann Hoffman will be the wandering microphone.
 5. We need to recognize Ambassadors for all they do. Jim Work will mail a flyer to each of the Ambassadors informing them of the meeting. All Ambassadors in attendance will be asked to stand for recognition.
 6. In Marcie's absence Pat O'Neill will represent the Manor Shoppe at the meeting.
 7. Crafters will be presenting a check for \$1500.

Treasurer – Debby Tanico

At the end of 2022 the Society had a bank balance of \$61,318.13. With income of \$8,084.02 and Expenses of \$1,542.23 the Society has a bank balance of \$65,859.92 as of February 28, 2023. The Finance Committee recommended that we donate \$45,000 towards our Benevolent Care pledge. They also recommended that we spend \$3,000 from the Memorial and Special Gifts fund to purchase items for Corson and/or the Health Center. These two recommendations were approved unanimously by the Executive Board.

Liz Zimmerman, our Financial Reviewer for 2022, found that the financial records for Cornwall Manor Society, Crafters, and the Manor Shoppe were all being properly maintained.

Blooms Chairman – Linda Chadbourne

Blooms will be open to the public this year for the first time since 2019. On Friday afternoon we will have a dessert social held in Freeman dining room and the Skylight room. The reason the dessert social is being held on Friday afternoon is twofold. One Cornwall Manor continues to grow which means we cannot accommodate everyone in one space. Also, the Silent Auction will take up all the space in Freeman auditorium. During the social, residents can review the Silent Auction.

On Saturday Blooms will feature crafts, fudge, plants, woodshop items and, of course, the silent auction. Also, there will be a raffle for dinner and a show for two at Mt. Gretna. In addition, we will have a food truck and an ice cream truck. WLBR will be broadcasting throughout the event. Parking will be at the Catholic Church with a shuttle service to Freeman. The Manor Shoppe, Treasure Trove, and railroad barn will all be open that day. Cornwall Iron Furnace will also be open from 11 AM until 3 PM for a cooking event. Volunteers are needed for Blooms. If you can help, please call Linda Glass.

Linda Chadbourne also noted that gift cards will go on sale on May 8th. Watch for a flyer in your mailbox. May 23 will be the deadline for ordering cards and June 12 will be the pick-up date.

Silent Auction – Margery Gardner

Donations are being accepted in Gateway 2C for the silent auction. So far, an Amish quilt (hand quilted), two rugs, and several necklaces have been donated. If you have donations to contribute, please call Margery for the hours the donation center is open.

Twenty-seven tables are used for Blooms. While we have some tablecloths available, they are too big for the tables. Margery investigated plastic vs. inexpensive fabric vs. better quality fabric tablecloths. Plastic is least expensive, easily disposable, but not quite as attractive. Fabric, which is more expensive, would look more professional but would need to be washed and ironed. Fabric tablecloths could be used for other events as well as Blooms. It was decided to use plastic tablecloths for this year's Blooms and decide later what we want to do in the future.

Coordinator of Campus Programs & Projects – Ellen Arnold

- Campus Visitors, which is a work in progress, is headed by Mary Ann Hoffman. Presently, an introductory letter is sent to new residents approximately two weeks after moving in by Anita Esler, Membership Chair. A month after moving in Mary Ann follows up with a welcome letter. Two weeks after that a welcome bag is placed on the new resident's doorknob which includes a membership form, an Annual Report and a card with contact information for Mary Ann and Anita in case the new resident has any questions.
- Birthday Cards are being sent by Joanne Aponick. She makes it a point to send brightly colored cards with large print to Health Center residents.
- Projects
 1. Theater Buyout at the Lebanon Community Theater will be on July 25. The show is "Sweeney Todd." This event will be chaired by John and Bonnie Stangl.
 2. Ice Cream Social will be held in August. We are trying to decide how to do it this year – using cups or dips of ice cream.
 3. Apple Dumpling Sale will be coordinated by Bob Roth again this year. The dumplings will be picked up at Sycamore Farms on September 12th and distributed in the Woods and on main campus on September 13th. Bob recommended that we keep the price at \$6.00/dumpling.

Coordinators of Corson Programs & Projects – Doris and Jim Work

Monthly Birthday Parties will be held on the first Monday evening every month in the Lower-Level Activity Room at Corson. People who wish to participate in this project will meet on Thursday, March 23rd at 10:00 AM in the Activity Room at Corson to learn more details regarding birthday parties.

On the second Monday evening of each month Pat Garber and Jo Ann Smith will conduct Monday Night Activity programs. They have a variety of games and activities planned.

The Craft Group is chaired by Judy Torrens. She and her group make about eight craft kits each month for the residents of Corson. Some upcoming crafts include sock Easter bunnies and dream catchers. Both Judy and the staff help the residents put the kits together.

Currently, the Horizons program is on hiatus. Prior to the program resuming it must be decided if we are going to rent new kits or make our own.

Coordinator of Health Center Programs & Projects – Pauline Charles

Since the first Friday in February, Shoppe on Wheels has been back in business at the Health Center. The carts, which are stocked by Linda Chadbourne, have fewer items than they did previously. Volunteers have been trained to learn the new COVID protocols.

Transporters are also back in business. On Sunday afternoons volunteers take residents to and from the chapel. On Mondays and Tuesdays volunteers take residents to and from the beauty shop. Both the Health Center staff and the residents are happy to see volunteers back in the Health Center.

Birthday parties are still going on. Rather than volunteers doing the parties, the staff provides birthday cake and snacks for the celebrants, and local churches provide gifts.

Volunteers are needed for substitutes for all these activities as well as expanding Shoppe On Wheels to include Tuesdays.

Manor Shoppe – Marcie Oledge

The Manor Shoppe is now featuring Stonewall Farms items as well as Easter gifts and candy. On Friday March 31, there will be an open house and a scavenger hunt at the Shoppe from 3:30 PM until 5:00 PM. Sales are generally good. A check in the amount of \$3000 was presented to the Finance Committee in addition to a check for \$120 from the copier for Memorial and Special Gifts. Pat O'Neill will attend the General Meeting in Marcie's place on Thursday, March 16, 2023.

Crafters – Sally Renda

The Health Center needs some pillow covers made with zippers that can be stuffed and unstuffed by Health Center residents. Sally has four volunteers, including herself, working on this project. Recently the craft room was cleaned up and rearranged to make room for more crafters. Now everyone is working on projects for Blooms as well as repricing previously sold items. In preparation for Blooms, Maintenance will pick up and transport items to Freeman for the crafters. A check in the amount of \$1,500 will be presented to the treasurer at the General meeting on March 16th.

Ambassadors – Jim Work

The Ambassador program has changed over the years. Originally, ambassadors were individuals from the United Methodist Churches throughout the Eastern Pennsylvania conference of the United Methodist Church. Now ambassadors come from the churches represented by the residents. Presently we have ambassadors from the following churches: United Methodist - 15, Beth Israel - 1, United Church of Christ - 2, Episcopal - 1, Mennonite - 1, and Presbyterian - 1. Jim is trying to expand the Ambassador program by finding out what churches new residents are attending. If there is not an ambassador from that particular church, perhaps that resident could do the job. Jim will report the need for more ambassadors, both on and off campus, at our General Meeting on March 16th.

Nominating Committee – Debbie Grubbs

The Nominating Committee is looking for a Vice President, Secretary, Coordinator of Health Center Programs & Projects and four Nominating Committee members for 2024. In January the committee met to outline a plan for getting nominees and to put together a list of possible nominees. In February teams were formed to go out to candidates and see what their preferences were. On March 20th the committee will meet again and discuss the findings of their various conversations with candidates. A slate will be formed by June with a vote in September and installation in November.

75th Anniversary – Carol Holt

The 75th Anniversary of the Cornwall Manor Society will occur in 2025. A committee has been established consisting of Carol Holt, Jeanne Boltz, Ellen Arnold, Gini Badger, Pat O'Neill, Doris Work, Joan Sowers, Pat Walters, and Stacia Layser. The committee has already met and come up with lots of good ideas.

Administrative Liaison – Stacia Layser

Since the Finance committee recommended we spend \$3,000 from the Memorial and Special Gifts fund, Stacia presented a wish list from Corson and the Health Center. After discussion of the various items on the list, Pauline Charles moved that we purchase a sleeper chair, two mobile white boards, a greeter desk and a Tower Ball Bundle (a game) for the Health Center. Ellen Arnold seconded the motion. The motion passed unanimously.

Margery Gardner moved that we adjourn the meeting. Carol Holt seconded. Meeting adjourned at 11:40 AM.

Respectfully submitted,

Jean Renaud
Secretary