

Cornwall Manor Society Executive Board Meeting November 7, 2024

Present: Carol Holt, Linda Leonhardt, Rita van Alkemade, Debby Tanico, Margery Gardner, Jean Renaud, Jim and Doris Work, Linda Chadbourne, Mary Ann Hoffman, Marcie Orledge, Marti Bondelid, Jim Tice, and Vicki Deitzler.

Prior to the meeting Jim Work took a picture of the Board.

The meeting was called to order at 10:05 AM by President Carol Holt. A prayer followed asking for guidance during our deliberations.

Secretary's Report

The minutes of the September Executive Board Meeting, the September General Meeting, and the October Retreat were approved as written.

Treasurer's Report – Debby Tanico

A CD was purchased on October 9th which will mature on April 9, 2025, with earnings of 4.128%; \$98.12 was earned just in the month of October. As of October 31, 2024, the total bank account balance was \$70,450.75 with income of \$95,056.79. Expenses totaled \$106,463.09 with a bank balance of \$59,044.45. Gift cards sold this fall resulted in a profit of \$2,197.00. The total profit of spring gift cards and fall gift cards is approximately \$3,800.

Manor Shoppe – Marcie Orledge

\$75.00 was given to the Memorial and Special Gifts Fund from the tip jar in the Shoppe. Presently the Shoppe is ready for Christmas as well as the STAR project. The Star Project Christmas tree will be set up in Freeman Auditorium the day of the November General Meeting. After the meeting, the tree will be moved to the Manor Shoppe. The new cash register is in, but it needs to be set up specifically for the Manor Shoppe. Cashiers are needed.

Coordinators of Corson Programs and Projects – Jim and Doris Work

Attendance at the Corson crafters' group led by Judy Torrens varies as does the attendance at birthday parties. Even if a birthday celebrant does not attend his/her birthday party, their gift certificate to the Manor Shoppe is delivered to the front desk for them. Volunteers have been providing excellent programs for the birthday parties. Jeanne Earnshaw will be the Coordinator of Corson Programs and Projects next year.

After serving on the Executive Board for 29 years, Doris is retiring. Thank you, Doris, for all your hard work.

Residents Association – Jim Tice

Yesterday Jim attended a meeting of other Presidents of Residents Associations in other continuing care retirement communities. He said that other campuses do not have anything like the Cornwall Manor Society.

Coordinator of the Health Center Programs and Projects – Linda Chadbourne

Shoppe on Wheels is doing well as well as birthday gifts for each resident. A winter party is being planned for January 24, 2025, from 10:30 until 11:30.

Nominating Committee – Mary Ann Hoffman

Task Force Summary

The Task Force includes Carol Holt, Jeanne Boltz, Rita van Alkemade, Margery Gardner, Pat Walter, Mary Ann Hoffman, Vicki Deitzler – Administrative Liaison, and Stacia Layser – Administrative Liaison.

1. Officer Positions

- Coordinator of Campus Programs and Projects will be discontinued. The projects encompassed by this position will be absorbed by other officers.
- President and Vice President will have a new format. Two Vice Presidents are being recommended. The second Vice President would support the Coordinator of Corson Programs

and Projects, learning that job and being mentored by the first Vice President and President. The first Vice President would support the Coordinator of the Health Center Programs and Projects, learning that job and being mentored by the President. The President would coordinate and lead the activities of the Society and mentor the Vice Presidents. Each office has a term of one year with each flowing into the next so that the Second Vice president would become the First Vice President followed by President so that all together it is a commitment of 3 years as opposed to a four-year commitment currently.

2. Service Descriptions

- New Service Descriptions have been developed for the President and two Vice President positions.

3. Fund Raisers

- The Task Force decided to discontinue the Apple Dumpling sale since it is a lot of work and nets just \$700.
- Cookies, Crafts, Carols and More was discussed. Having it on the first Saturday of December works well since we cooperate with the Iron Furnace and potentially get a bigger turnout.
- In the future the responsibilities for Bingo will be shared by the Society and the profit will go to the Society.
- The Treasure Trove is our biggest fund raiser and thus, needs our greatest support.

The following names were placed in nomination for election at the November 21, 2024, General Meeting of the Cornwall Manor Society.

1. Rita van Alkemade, Vice President for a one-year term expiring on December 31, 2025, automatically followed by serving as President.
2. Karen Fenstermaker, Secretary for a two-year term expiring on December 31, 2026.
3. Jeanne Earnshaw, Coordinator of Corson Programs and Projects for a three-year term expiring on December 31, 2027.

Jim Tice moved that we accept the report of the Task Force. Marcie Orledge seconded. The vote was passed unanimously. A vote on the findings of the Task Force will be held at the General Meeting on November 21st.

Old Business

Bingo – Going forward Bingo will occur four times a year – once every quarter. Rita van Alkemade purchased prizes for the most recent game.

Survey to Determine the Interests of Residents – The Nominating Committee has been in discussion about a Resident Interest Survey for several months. Pat Renaud and Lorrie Stone have both submitted potential surveys for consideration. It was decided to wait until after the work of the Leadership Task Force was completed before pursuing this project.

New Business

- Cashiers are needed for the Treasure Trove and the Manor Shoppe. If you can help, please let Stacia Laysen know.
- Mary Affronti, Glenda Hunter and Diana Hebda are all working on the STAR Project. Barbara Wills, who worked on this project for many years, will be honored at the November General Meeting.

- Debby Tanico presented a proposed budget for 2025 as developed by the Finance Committee. The budget was balanced at \$96,000. The Executive Board passed the budget unanimously. The proposed budget will go before the General Meeting on November 21, 2024, for a final vote.
- A proposed calendar of activities for the 75th Anniversary of the Cornwall Manor Society in 2025 was distributed.
- Margery Gardner will serve as Assistant Treasurer in 2025.
- Marti Bondelid asked for discussion on how to pay for lunches at Cornwall Manor Society meetings. Going forward we will have a welcoming person at the door who will guide people to the name card table at the back of Freeman Auditorium. They will then proceed to the payment table where they will pay and receive a lunch ticket indicating that they have paid. At the beginning of each meeting Carol will remind people to pay for their lunch prior to the meeting.
- Please mark your calendars for Cookies, Crafts, Carols and More on December 7, 2024.

The meeting was adjourned at 11:00 AM.

Respectfully submitted,
Jean Renaud
Secretary