



THE RECORD OF THE CHARLESTOWN RESIDENTS' COUNCIL

January 3, 2017

Residents' Council Website: ccicharlestown.org

President David Douds called the regular meeting of the Residents' Council [the Council] to order at 7:30 p.m. on January 3, 2017. The December 6, 2016 minutes were approved as distributed.

58 association members attended. Visitors included residents, a member of the Board of Directors, Charles Denton and Clara Parker. The Council observed a moment of silence.

ANNOUNCEMENTS/ PRESIDENT'S REPORT: David Douds

My Mission Moment for January continues with "Building Community." Through the joint efforts of our outstanding management team and our community's partners at the County and State level we had the successful opening and completion of full occupancy of our beautiful new Caton Woods Assisted Living building. As a result of successful progress earlier in the month, movement of the remaining RG Terrace residents into Caton Woods was resumed, and completed by mid-December. Also, the new bridge to Caton Woods was completed by Christmas Eve. It's a beauty, and check it out when you have a chance. Independent Living tours of Caton Woods are currently planned toward the end of January. All in all a most successful effort, which keeps us moving forward while fully preserving the safety and well-being of all Charlestown residents.

I would also like to commend the initiative and energy of the Council's Health Services Committee and its chair, Louise Dempsey, for formulating a proposed policy statement on "**Disposal of Unused Prescription Medications,**" which will be considered by the Council under New Business later in this meeting.

Our Council events for January include an Executive Committee meeting tomorrow, January 4th, at 9:30 am in the Council Office and our monthly Council Work Session on Monday, January 9th at 2 pm in Brookside Classroom 1. Also, the third meeting of our Harmonious Living Task Force will take place on January 9th.

Finally, I am announcing that Jack Murnane and Sherry Stewart have accepted my appointments as Chair and Assistant Chair of the Nominating and Elections Committee, effective immediately. Meetings of the committee to consider potential nominees for the 2017 Council election are expected to begin around mid-January.

VICE PRESIDENT'S REPORT: Steve Harders

No official Council Communication form was received during the month.

However, the Council received a letter from a resident who complained about excessive noise, especially at early and late hours, when apartments around his residence were being refurbished. One of his neighbors, whom he offered as a witness, added that it wasn't so much the noise that irritated him but that refurbishing contractors would not show up on the days during which the work was scheduled to be performed. The Administration agreed that the residents had a valid point on both counts, but that the problem had largely gone away. The contractors in question have again been reminded about the rules of engagement on Charlestown's premises. The ultimate penalty for non-compliance is that contracts get rebid to other interested parties. Jason Dennis co-ordinates between contractors and management and he will update the committee with new information.

As Dave Douds reported, Jack Murnane and Sherry Stewart were appointed to head the Nominating & Election Committee this year. Ed Piechowiak and I, who had the job last year, provided a briefing for the new leaders. They are off to a good start.

SECRETARY'S REPORT: Ed Piechowiak

The Council Work Session was held on December 12. Jangar Richards was introduced as a new Associate Executive Director. Having two associate directors is standard in many Erickson Communities.

Tony Kuzawinski has accepted a position with Erickson Corporate headquarters in a Facilities Management position. He will be with us until May so there will be time to find a suitable replacement.

Louise Dempsey explained a "Disposal of Unused Medications" policy that her committee wants us to vote on and support at our January meeting. The policy includes having CVS provide mailing envelopes that residents can use to dispose of prescription medicines. Ed Serp indicated that Housekeeping will provide Sharps containers and pick them up for proper disposal. .

TREASURER'S REPORT: Leigh Ann Cooper

As of November 30, 2016, the reconciled PNC Bank balance was \$ 3818.06. There were three outstanding checks: one for \$ 83.50, for birthday angels, one for \$ 307.43, for catering the Residents' Council Social gathering and one for \$ 59.54 for the Harmonious Living Task Force. The Bank journal was \$ 3,367.59.

COMMITTEE REPORTS

BENEVOLENT CARE: Jean Eichenlaub, Chair

We did not meet in December. Residents on BCF during November were 10 or 11 throughout the month. We will be meeting January 11th, 2:00 in CTS 116; notice the change for this month's meeting.

COMMUNICATIONS: John Murnane, Chair

The Communications committee did not meet in the month of December 2016.

The first month's check of the use of the Council's lobby binders determined that there was only one request for the binder in the St. Charles lobby. There were no requests in the other four lobbies.

Next meeting will be on January 16, 2017 at 2:00 PM in CTS Classroom #116.

Website Subcommittee Report

There was no scheduled meeting of the ccicharlestown.org website committee for December.

CONSERVATION: Ed Serp, Chair

The Conservation Committee did not meet in December, 2016.

Data from November, 2016 indicated a total of 98.07 tons of waste collected for disposal, scrap metals excluded, with 26.7 tons or 27.2 % recycles. In addition 31 pieces of material for reuse was provided to Habitat for Humanity. Treasure Sales are reported quarterly.

RECYCLES UPDATE:

1. STYROFOAM is no longer acceptable for recycling effective immediately.
2. Self-addressed envelopes are available from on-campus CVS as an additional method for disposal of unwanted prescription solid medicines [pills only, no liquids, creams, or containers].

Responded to 1 telephone, 2 verbal, and 1 written requests for information.

Our next meeting is Tuesday, January 17, 2017 @ 2:00 PM in HR-142.

DINING SERVICES: Carolyn Thompson, Chair

The Dining Committee did not meet in December. There were Coffees with the Managers at the Fireside, the Chesapeake/Shortline, Refectory/Terrace and the Atrium. The Atrium had two concerns: the consistency of the carry-out service and the reliability of the coffee service. The Fireside had no report. At the Chesapeake, Vern Camphor was promoted to Sous Chef. There

are three new servers on board and three more assigned. Concerns about some entrees were discussed. It was suggested that residents let the managers know concerns during the meal rather than later. Cross Creek renovations will begin later next year. It was suggested that kitchen help be introduced to residents. The Refectory meeting was centered on variations in entrees and desserts. Concern with the slow brunch service is being reviewed. [Next meeting will be January 16, 2017.](#)

FINANCE: Gil Fisher, Chair

The Finance Committee did not meet in December. However, Neal Gantert, Finance Director, and Heather Reck, Business Analyst provided the customary November 2016 Occupancy Rates and Financial Reports. The key information has been provided to Council Members, and hard copies are available at the edge of the stage.

Occupancy Rates for November were as follows: Independent Living was 98.2%. Assisted Living was 92.4%. Memory Care was 99.3%. Skilled Nursing was 95.7%. The overall occupancy rate was 12 units higher than the YTD budget. Only seven units are available as of today, per the Sales Office.

For benevolent care, 10 people received assistance from the benevolent care fund. The expenditures for the month amounted to \$56,000.

The next Finance Committee meeting will be held on January 31 at 8:30 AM in Brookside Classroom 2.

GROUNDS: Al Davies, Chair

The Grounds Committee did not meet in December but continues to monitor the feral cat and feeder issue, the relocation of bird feeders, issues regarding the Charlestown trees and other matters brought to our attention. It is a terrific committee! Our next meeting will be in the General Services conference room at 10:00 am on January 24, 2017.

Steve reported that during a meeting with management, he and Dave were assured that the recent removal of a tree was not arbitrary or in response to a request for growing grass in a shady area; rather it was a result of problems caused to the sewer and a nearby roof. All agreed that communication about topics such as tree removal should be a priority so that rumors are not started.

HEALTH SERVS: Louise Dempsey, Chair

The Health Services Committee did not meet in December, 2016. The Renaissance Gardens Residents' Council and the Assisted Living Residents' Council meetings were canceled in December. The Health Services Committee developed and submitted to the Residents' Council a proposed additional alternative method for disposal of unused prescription medications.

Next meeting will be January 10, 11 am in HR 142.

HOUSEKEEPING: Diane Lyons, Chair

The next Residents' Council meeting is scheduled for 7:30 pm on Tuesday, January 3, 2017. Even though most committees did not meet in December you are still asked to provide committee report that may cover other activities or events relative to your committee. Please send them to me by Friday, Dec. 30.

Next meeting is January 20, 2017 in HR 142.

LEGISLATIVE/ POLITICAL: Dolores Schmitt, Chair (Wendell Thompson reporting)

On January 25, 2017, the United Seniors of Maryland will be holding their meeting in Annapolis to connect with our political representatives. The Committee does plan on attending and will go by shuttle. Please call Wendell Thompson to reserve seat on shuttle. An article in this regard is in the January Sunburst.

MAINTENANCE & ENGINEERING: Ken Jarboe, Chair

The Maintenance & Engineering Committee did not meet in December, 2016. The next Committee meeting will be on January 24, 2017 at 2:00 pm in General Services Conference Room.

RESIDENT LIFE: Jackie Graham, Chair

The committee did not meet in December.

Members of our committee hosted a meet and greets for residents who, for various reasons, would have been alone on Christmas Day. As a result, 17 residents celebrated together at the Chesapeake Restaurant. A heartfelt thanks to Eric Queen, dining room manager, and Ray Miles, committee host, everyone had a wonderful time and met new friends.

Our next committee meeting will be held on January 18th at 2pm HR142

SAFETY & SECURITY: Bob Hutchins, Chair

The Safety and Security Committee did not meet in December.

Statistics for November: EMV's; New registered scooters (4), Citations (0). Security Responded Calls (2237), Emergency Medical Service calls (38), Baltimore County 911 calls (46), Private ambulance calls (10), Heritage Pendant calls (261). Vehicle Citations: Speeding (1), Parking violations (21), Running stop signs (0), Cars with expired tags (0), Wrong way violations (0), No hang tags (3).

The next meeting will be on January 24, 2017, at 1PM in Brookside Classroom 1.

UNFINISHED BUSINESS: None

NEW BUSINESS: Louise Dempsey described the proposed policy statement on “Disposal of Unused Prescription Medications.” The proposal was put to a vote and was seconded by Jean Eichenlaub. The proposal was passed unanimously.

WORDS FROM MANAGEMENT: Clara Parker, Executive Director

- Commented on the New Year’s Celebration in City Lights and said that construction will begin in a couple of weeks. The plan is to develop a large 2 bedroom apartment along with a sizeable meeting space, to be named the City Lights Lounge, which should be completed later in the spring.
- Reminded us of the Town Hall meeting on January 24 to discuss the results of the Halloren survey. There was a recent article in the Sunburst from Clara discussing the same issue. She intends to present information to us and to figure out future strategies to address some of the areas needing attention.
- Work on Caton Woods is complete, with a few open items remaining. Now Phase 2 begins with the demolition of RGT and the repurposing of Building 6. There will be no interior path to RG for up to three years. Details of access to the continuing care area are being addressed with a likely dedicated shuttle to transport visitors there. At the end of the project, all of the buildings will again be connected.
- Confirmed that Tony will be leaving Charlestown, but that interviews for his replacement have already begun with the hope that there will be a couple of months of redundancy between Tony and his replacement.

Dave reported that he had been on the bridge to Caton Woods today and that hand rails are completed and that benches are scattered throughout the bridge.

President Douds adjourned the formal meeting at 8:00 p.m.

Ed Piechowiak, Residents’ Council Secretary
Sherry Stewart, Residents’ Council Assistant Secretary