

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
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MOMENT OF SILENCE. President Dave Morrissey opened the quarterly Association meeting at 10:00 a.m. with a moment of silence.

COMINGS & GOINGS. Eleanor Gaudreau of 17 Butternut is now living at Linda Manor.

Don Maiocco, who had lived on Butternut and then at the Inn, moved to New Jersey to be near his nephew and died there on March 7, 2019.

We welcome new residents Jean Shackleford at 72 Hawthorn and Ginnie Biggie at 38 Crabapple.

OF INTEREST. Sheila Lyford is at Linda Manor recovering from a recent surgery.

SHOUT OUTS. Thanks to Rowena Roodman and Carol Neubert for the Bones and Balance course. Sheila credits her Bones and Balance experience for the ease of her recovery from surgery.

Community Fund Steering Committee—Chris Hjelt, Joe Kulin, Elly Rumelt, and Ed Shanahan. They met recently and as a first act of business will recommend categories for donations to the Community Fund.

To the Nominating Committee—Cynthia Stanton, Daphne Stevens, and Michael Schwartz.

To Bonnie Johnson, Sarah Gauger, Miriam and Sid Moss, Carol Neubert, and Stacy Carmichael for managing the monthly luncheon.

MINUTES from the March 6, 2019 Council Meeting were approved.

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TREASURER'S REPORT. Dale LaBonte presented an annual review for April 2018 through March 2019.

Income (Sources of Funds)

Room Use Donations

Family Functions	\$265.00
Music Practice	\$ 40.00
Card Playing	\$100.00
Writing Group	\$ 0.00
Total	\$405.00

Community Fund

Association	\$4,905.00
Fitness	\$1,975.00

Total **\$6,880.00** **Total Income \$7,285**

Expenses (How Funds Are Used)

Programs & Food

Speakers	\$250.00
Bear Presentation	\$250.00
Plays	\$123.73
Lunches, Parties, Decorations	\$505.54
Total	\$879.27

Fitness & Garden

Support for Tai Chi	\$187.50
Equipment for Jen	\$239.67
Butterfly Garden	\$369.14
Community garden	\$250.00
Total	\$1,046.31

Donations & Equipment

Gathering Room TV	\$3,605.38
Staff Appreciation Fund	\$3,000.00
Staff Appreciation Fund	\$250.00
Gifts for Assn. Officers	\$200.00
Total	\$3,605.38

Memorial Donations

Ernestine Favaro	
Don Levitan	
Janet Price	
Laura Cranshaw	
Ark Markham	
Jane Bowne	
Jupe Gleason	

Total **\$350.00** **Total Expenses \$5530.96**

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How use of funds is approved. The bylaws specify officers can approve amounts less than \$100, Council approves amounts up to \$250, and the Association approves expenditures over \$250.

How funds are requested. Current practice is for a committee or individual resident to submit reimbursement forms for payment of costs to implement approved activities. The new practice is to submit to the treasurer an Application for a Grant from the Northampton Residents' Association for resident-led projects that require funding. The treasurer reviews the request and solicits any necessary additional information or clarifications and then forwards to the Council (\$250 or less) or Association for approval. After completion of the project, reimbursement forms are submitted for payment of costs actually incurred.

Current Funds. \$14,537, checking \$7,583, CD \$5,136, Fitness \$1,548.

Discussion followed. Carol Neubert asked whether the information provided helps us decide whether to turn over our **CD** which was set aside four years ago to provide a pool for desired but unanticipated purchases. We can now earn a higher percentage. Beverly Bowman, who was treasurer at the time we set up the CD explained that we can remove funds at any time with a minimal penalty. However, the CD matures in May, and that was seen as a good time to decide whether to use the funds or let them continue to grow. This might be a source for the Meeting House Planning Committee. John Schieffelin asked whether there are other risk-free opportunities. It seems unlikely. However, Joe Kulin reported that AmEx offers a checking account in a money market fund with 2.1% interest. Joan Bernardini recommended we also check our bank's current rate. Carol expressed an ongoing preference for using a local bank. Discussion will resume at the May meeting.

MANAGEMENT REPORTS. Thom Wright. Since this was a special meeting for the announcement of candidates for offices, Thom's report was more limited than at other Association meetings.

Master Plan C. The Finance Committee has reviewed projections and assumptions and concluded that the project is not viable in its current form. It would be a negative draw on Lathrop's cash flow and does not build reserves. The Task Force will meet on April 16 to discuss alternative phasing of 36 townhomes, the Easthampton Meeting House, and Memory Care unit.

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Meeting House and Nearby Properties. As for Northampton, Thom sees 50% of the Meeting House as having already been refurbished by the work recently carried out in the basement and other work going on now. Major renovations will occur later.

The house Lathrop recently purchased at 670 Bridge Rd., the white house at 716, and the barn near the community gardens will be razed this spring. Cost is now being studied and will be discussed by the board at their April meeting. The chicken coop/shed will remain or be replaced.

Dale observed that if the house at 716 is removed, there will need to be planting to protect the community gardens from Bridge Road vehicle pollution.

New Human Resources Director. Kathy Brown will begin April 22. Thom will introduce her at the May meeting.

Lane Meetings. Sarah will be scheduling lane meetings with Thom.

Daphne Stevens asked if the fireside chats would resume. Sarah will also be scheduling those.

MANAGEMENT REPORTS. Mike Strycharz. Our landscape designer, Maggie Leonard of Paradise City Landscape Design, will be doing the front of the Meeting House. Areas on campus that were cleared out last year and designed for replanting will be completed.

Lathrop is no longer using Roundup on either campus.

Facilities has been working with the EAT Committee to reduce or eliminate herbicides and pesticides. It will be important to educate the community through demonstration and to that end there will be three test plots—one organically managed, one managed as in the past, and one with no management.

Dale expressed concern that each is part of a larger ecosystem and cannot truly be isolated from the effects of the whole.

Work on the guest suite in the Blue House is in the queue, but there is too much work on renovations at the moment to allow a start within the next two months.

FOLLOW UP/STATUS OF PREVIOUS BUSINESS.

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Blue House Upgrades. Work most likely will not begin before June.

Residents who wish to see the space can enter with the Meeting House key but should not go to the top floor because there is no emergency egress.

HD Cable Upgrade. The new HD cable boxes have been installed. Residents who previously subscribed to HD will see credits for any payments billed after the new contract became effective. Follow up is needed on whether there was more than one charge for multiple boxes.

Shelley asked for a channel list from Xfinity. A suggestion was made to place the list in the cubbies. It can be found online.

The Xfinity office has moved to the Holyoke Mall next to JC Penney

Meeting House Basement Renovation and New Fitness Equipment. Dave praised the work that has been done.

Fran Volkmann reported for the Fitness Committee that all equipment has been installed. The space is not yet completely organized, but that will happen. The refrigerator will be moved to the blue house. There is an accumulation of material that needs to be sorted and removed, and the owner(s) are unknown. Residents should have a look and remove whatever belongs to them. Otherwise most likely items will be thrown out.

The representative of the vendor has trained some members of committee. A training schedule will be prepared. If residents want earlier training, they should check with Fran. Once trained, residents are free to use the equipment at any time. Wearing one's pendant is required while using the equipment. No street shoes are allowed. Sneakers that are not worn outside are best.

There was a question about whether it would be necessary to sign a waiver for Lathrop. Thom replied no, the liability insurance is good.

Who's Who will be available soon. Residents should return their bios by April 12. There was a suggestion that the material should be on the residents' website. Arlene expressed concern that the website is not sufficiently secure.

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Electronic Messaging Software Market Survey. Sarah is setting up demos to review products that provide notifications by text, email, and phone simultaneously.

Meeting House ad hoc Planning Committee. Work in the basement is essentially complete. Outlets on the porch will be moved to the outside of the railing so that the stove can be moved, and the trash bin can be placed off the porch.

EAT. Joe Kulin reported that the committee first met in the fall over concerns about the effects of herbicides used on our lawns on health and pollinators, and the timing of notifications about application. The committee has since sought to improve the products used and communication on the topic.

Joe recently met with Thom and Mike. The committee has been collecting materials from other organizations on the problem and hopes to move toward more organic products. A previous attempt at organic management on the campus failed, in part because of a drought and lack of a sprinkler system (now in place).

It was noted that the town of Northampton is now also looking at organic management.

Mike Strycharz does plan to stop using Roundup. He will create three test areas on campus adjacent to the Meeting House--one with no treatment, one organic, one as before. He expects to develop a fail-safe system to inform about applications.

Mike reported that we have already reduced the use of herbicides and pesticides. Previously we sprayed herbicide on the entire lawn. The method now is to spot spray where we see weeds. Workers carry a device dispensing regular fertilizer which can also dispense a weed control where needed. This has significantly reduced use of the herbicide product. There are two applications of herbicide in the season but no pesticide, only a grub control. "I do my own gardening signs" have also helped.

Daphne asked how Q-4, the new product, compares to Roundup, but no information was available on that. Q-4 (it has 4 ingredients) will be spot-sprayed twice a year on gardens with no signs. Miriam Moss requested that we not use Q-4 until we know more about the product and its impact. Thom stated that we will not reach a 100% organic standard this year.

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Dale asked why clover is being targeted. It has significant benefits. Mike referred to Thom and Suzie who determine how they want the campus to look.

Fran asked if a group of residents wants to run a test in their back yards, can they do that. Miriam also asked can we try testing on multiple back yards. Again, the question was referred to Thom who replied that we must look at the macro and what we want the campus to look like; also, that Suzie needs to be part of the conversation. They prefer a controlled area though we can discuss with Spring Valley.

Daphne would like to see trying a pollinator corridor--staggering mowing. Mike asserted that it is late to ask Spring Valley to change their plan for the season.

Carol Neubert noted that we seem to have a plan to continue as before but without using Roundup.

Mike announced that Brenda from Spring Valley will be at Lathrop four times each week, Monday through Thursday, two days at Northampton and two days at Easthampton, as a liaison for problem solving. Mike will give us her schedule. Any resident with a landscaping question or problem should plan to see Brenda.

Other Landscaping Questions. Warren asked if we are adding natural water (from the well near the Meeting House that supplies the sprinkler system) instead of treated city water for the community gardens. Mike answered that we will be doing that.

Bob Comerford inquired about Lathrop replacing shrubs that have died. Shrubs will be replaced as residents place work orders.

Spring Valley will clean up front and back yards in about two weeks.

Joan Cenedella reported that the revised Landscaping Policy produced by the joint Conservation Committee and the Cottage Garden Guide by Barbara Walvoord are now available in the library. The plant lists contain identification of natives. Additional books on gardening are also coming to the library.

Daphne Stevens, Helen Armstrong, and Rowena Roodman are members of the Northampton Committee which first met in January. They plan to clarify the role of residents in landscaping, introduce new residents to landscaping issues, and plan field trips.

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NEW BUSINESS

Nominating Committee Recommendations. Cynthia Stanton. There is no candidate for president yet. Audrey Bernstein will serve as vice president. Dale LaBonte will continue as treasurer Arlene Jennings as secretary. Judy Buhner asked that we all receive a list of the president's duties in our cubbies. There was a request to also publish the list in *The Lamp Post* on the Northampton page. Carol Neubert (immediate past president) pointed out that the term is one year, and Dave (current president) that an individual can manage the office as s/he prefers, in their own style. For example, he seldom delegated, but that is an option.

The only requirement is that the individual serving as president must have lived here for one year or more.

Names of the new lane reps will be announced at the next meeting. They also serve a one-year year term.

The meeting requested that job descriptions for president and lane rep be including in these minutes. See pages following the minutes.

Bob Buhner asked whether a process exists from continuing without a president. The question went unanswered.

Proposed Amendment to Bylaws. The amendment proposed by Bob Buhner at the February council meeting will be discussed at the May association meeting. It is restated here:

1. All committees are 'ad hoc' unless specifically defined to be otherwise.
2. Committees will be structured as follows:
 - Size of committee will be no less than three. No more than seven.
 - A committee chairperson and each member will be identified.
 - A clear definition of the committee's purpose, scope, and authority to accomplish its task will be submitted to Council for review.
 - All committee members must be willing to take assignments as defined by the needs of the issue at hand, i.e., all are working members.

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- The procedural method for resolution of the issue is defined by the committee and its chairperson.
- The committee will report at every Council and Residents' meeting. Reports will define progress and a projected timeline for the completion of the task assigned.

Residents should share their thoughts about the amendment with their lane rep and be prepared for discussion at the May Annual Meeting.

Fitness Committee: Evolution to Standing Committee. Fran said the committee needs more members.

Butterfly Garden Funding is to be discussed at the May meeting.

DISCUSSION

Community Fund Drive. The Community Fund Steering Committee will decide which categories should be listed on the donation form.

Committees. We still need someone to replace Hans on the Property Committee.

Recycling. There is still an issue on timing of pick up, but residents should have materials out by mid-morning.

The current service is "single stream" recycling which requires no separation of paper, glass, metals, and plastic. The list of recyclables will be in cubbies, three-hole punched for placing in your Residents' Handbook.

Gathering Room TV. Dave encourages residents to use the equipment. It features streaming services such as Netflix and Amazon Prime. We will create instructions on how to use the system and place in cubbies.

Walking Group. Marlisa will be leading the walks again this season. The Thursday walk has become the Tuesday walk and will start next week, April 9, meeting on the porch at the Meeting House for a walk to the Pie Bar in Florence. There will be participants of various levels of ability and speed, so just show up and enjoy the friendship.

COMING ATTRACTIONS

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Friday, April 5, "In Defense of Dolphins," Dr. Thomas White, 3:00 p. m.

Friday, April 26, Wine and Cheese Party, 4:00 p. m.

NEXT LATHROP BOARD MEETING

Tuesday, April 23

NEXT ASSOCIATION MEETING

Wednesday, May 1, 10:00 a. m.

NEXT COUNCIL MEETING

Wednesday, June 5, 10:00 a.m.

Training: Consensus Decision Making, May 21

Respectfully submitted,

Arlene Jennings

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Lathrop Northampton Officer and Lane Rep Responsibilities

President

- Preside at Council and Association Meetings
- Act as an ex-officio member of all committees
- Serve as liaison to Lathrop Board of Directors (attend Board meetings; submit report)
- Serve as liaison to Lathrop Management
- Keep 'the key' for emergency purposes (master key to townhomes)
- Appoint Nominating Committee
- Appoint chair of Program Committee
- Serve as a designated signer for the Association bank account
- Distribute agendas prior to Council and Association meetings

Secretary

- Record the minutes at all meetings
- Distribute minutes to all members of the Association
- Notify all members of date/time/place of Association meetings
- Post on mailroom bulletin board: Names of Officers and Lane Reps, dates of Association and Council meetings, other relevant Association information

Treasurer

- Maintain Association bank accounts
- Maintain all financial records
- Present financial status report at Association meetings
- Present copy of status report to secretary for inclusion with minutes
- Acknowledge donations
- Prepare other financial information required by Council or Association

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Lane rep

- Represent lane on the Residents' Council
 - Bring neighbors' concerns/questions/ideas to Council
 - Report Council discussions/decisions to neighbors
 - Secure a substitute if unable to attend a Council Meeting

- Follow up the work of the Welcoming Committee
 - Be the "go to" person for questions about life at Lathrop
 - Introduce new residents to their lane neighbors
 - Invite to Wednesday lunch and/or next campus event
 - Take to first Residents' Association Meeting

- Serve as coordinator for ensuring support for individual neighbors in time of need
 - If possible, determine if individual would like cards and/or visitors when in hospital or rehab. If so, notify MH Office so notice can be given on campus
 - If appropriate, work with the Wellness Office to determine needed support that can be provided for a short time by the lane (take out trash/recycle, walk dog, meals sent in, a visit)

- Act as the center of communication for your lane during an emergency (can put together a phone tree)
 - Will be contacted by a member of the Management Team
 - Make phone calls regarding status alert