

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 1

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

COMINGS & GOINGS. Sheila Lyford has recovered from her surgery and joined us at today's meeting.

Patricia Van Pelt died on April 14. Dave recalled with appreciation her work as editor of the Noreaster and her many subsequent literary contributions.

Martha Cushman recently moved into 71 Hawthorn.

17 Butternut, 31 Crabapple, 41 Dogwood, and 77 Hawthorn are vacant but under contract.

Thom introduced Kathi Brown, Lathrop's new Human Resources Director.

Brenda from Spring Valley Landscaping will be on campus at 8:00 a.m. on May 8. She will spend one full day a week on each campus to help with our landscaping questions. She will also handle all landscaping work orders on WorxHub. Her phone is 413 320 3625, email brenda@spvland.com.

SHOUT OUTS. Thanks to the Nominating Committee for their superb results.

Bonnie Johnson, Sarah Gauger, Alaire Rieffel, Joan Bernardini for managing the Monthly Luncheon.

Bonnie Johnson, Sarah Gauger, Joan Bernardini, Carol Czerapowicz, Nancy Nowak, Bob Buhner, Judy Buhner, Cynthia Nyary for organizing the wine and cheese party.

Carol Neubert for producing our contact list and resident website.

Judy Van Heyst and Michael Stevens for the delightful art in the lobby.

Marlisa Parker for leading the Tuesday morning walks.

Judy Hyde for the bird walk she will lead on May 9.

Arlene Jennings for creating instructions for using streaming on the tv.

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Dale LaBonte for her service as treasurer and on North Neighbors.

Helen Engeseth, our retiring vice president and program committee chair. We still need to find a replacement as chair of the committee.

Sarah Gauger for squelching Dave's idea for an ugly sweater party.

MINUTES from the April 3, 2019, Council Meeting were approved with Dale's correction of her statement that the treasurer and president can authorize expenditures.

Dale also stated that Shelley Schieffelin and Carol Neubert can add people to the North Neighbors mailing list.

TREASURER'S REPORT. Dale LaBonte.

Free Business Checking			
Month	Income	Expenses	
January	\$0	\$141.94	\$7,853.28
February	\$0	\$0	\$7,853.28
March	\$0	\$0	\$7,853.28
April	\$428.00	\$164.88	\$8116.40
Balance	\$428.00	\$305.82	\$8116.40

Income: donations for room use, resident referral donation, salad lunch checks.

Expenses: reimbursement for equipment, lunches, speaker, books for landscape committee, memorial donation.

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

15 Month "Bump Up" CD Matures May 4, 2019 Interest 1.49%		
Month	Interest	\$5,117.61
January	\$6.48	\$5,124.09
February	\$5.86	\$5,129.95
March	\$6.07	\$5,136.02
April	\$6.00	\$5,142.02
Balance	\$24.41	\$5,142.02

Grant Requests	
Butterfly Garden	\$600.00
Supplement Tai Chi	\$150.00
Supplement Yoga	\$150.00
Speaker Lama Lhanang	\$249.99

Several questions were raised with respect to grants—whether they should be recurring, whether we should support programs residents may be able to afford themselves. Some participants have had to drop out of programs because of the cost.

Fran Volkmann explained that the requests for supporting yoga and tai chi first came to the fitness committee, and the committee referred the decision to the community, understanding that different requests make sense to different people. Questions presented to the assembly today and to be considered by the committee:

1. What kinds of requests are we willing to support in principle?
2. If we decide to provide RA support for an ongoing activity, how should it be structured?
 - a. Pay all or some portion of the fee of the teacher;

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 4

- b. Establish an expectation of how much participants should pay for each session (probably somewhere between \$7 and \$10), and have the RA pick up the balance needed to pay the teacher. (This means that the amount the RA would contribute would depend on class size);
 - c. Establish some sort of "scholarship" fund to augment program costs for those who need it.
 - d. Establish a yearly fund (funded by the RA) which ongoing programs could draw upon to meet their needs up to some maximum amount;
3. If activity, what should be the assumption of an end-date for the support, or would it be continued for the duration of the activity?
4. What body would receive requests and make the decisions regarding support?

Dale suggested we support tai chi and yoga from funds remaining from last year's donations to Fitness. The weekly teacher's fee for yoga is \$50, for tai chi it is \$75.

Carol Neubert cautioned against dipping into the cd.

Deb Deane, the foot nurse, charges \$39 for a session so only those who can afford the service use it.

Joe Kulin recognized our fitness programs as a valuable marketing tool for the Sales and Marketing department and was concerned that we could lose our programs if the cost can't be sustained by enough individual residents.

Carolyn Zavarine reminded us that the new equipment was purchased by a donation, and that there are residents who still want a recumbent bike and hope there will be contributions to support the purchase.

Dave noted that the association has bought supplies and gear for Jen's activities. Jen added that there will be new programs.

Dave reported that the program committee had donated \$100 for Lama Lhanang.

Dale asked for a committee to develop recommendations on resident funding requests.

6/4/2019

**NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019**

RESIDENT WEBSITE. Carol Neubert. Carol described the layout and content of the Lathrop North residents' website (<https://lathropres.org/>).

She reported that one resident was concerned about the risk of our resident directory being posted at the website. Carol did not see a security issue.

Arlene, who had originally raised the question, and Cynthia Stanton reiterated the concerns. Stacy Carmichael said we did not really need the directory at the website since we have it on paper or can call a neighbor. We previously took down the paper contact list that was in the mail room to avoid exposure and should take this down as well. Judy Buhner said she uses it extensively and needs it online. Cynthia observed that we may need it readily available for look up, but this is not the best way to do it. We have to think about how to protect a sensitive database. Michael Schwartz recommended saving it to one's desktop. Carol pointed out that she shreds paper copies.

Finally, the sense of the meeting was to remove the directory from the website.

Rob thanked Carol for her generous labors.

MANAGEMENT REPORTS. Frank Sansom.

Occupancy			
As of 2/28/2019	Inn	Townhomes	Total
Inventory	50	138	188
Actual	92%	94%	93%
Budgeted	86%	95%	92%

Entrance Fee Activity	
Refunds Paid	\$(80,025)
New Entrance Fees	\$30,000
Net Entrance Fees	\$(50,025)

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Cash Net Operating Margin			
As of 2/28/2019	Actual	Budget	Variance
Revenue	\$ 903,673	\$ 905,872	\$(2,199)
Expense	\$ 809,835	\$ 871,118	\$61,283
Cash, Net Income (Loss)	\$93,838	\$34,754	\$ 59,084
N.O.M.	10.4%	3.8%	

CHANGE IN NET ASSETS			
Revenue	\$1,001,875	\$ 955,872	\$46,003
Expense	\$1,051,501	\$1,112,784	\$61,283
Non-Operating Revenue	<u>\$360</u>	<u>\$-0-</u>	<u>\$360</u>
Change in Net Assets	\$(49,266)	\$(156,912)	\$107,646

Statement of Financial Position	
	2/28/2019
Assets	\$23,176,452
Liabilities	\$45,046,732
Net Assets	\$(21,870,280)

Assets value indicated is the depreciated value--the historical cost less depreciated value. It is not true market value.

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 7

Days Cash on Hand

- 62 Days Cash on Hand
- 150 Days is Benchmark
- YTD Cash Flow: Decrease of \$221K

MANAGEMENT REPORTS. Suzie Dickson Moyer. Suzie announced that Michael Todd's last day at Lathrop will be August 30, 2019, and he is getting married. Suzie is actively interviewing in order to provide time for training with Michael. A show of hands supported a party for Michael in August.

17 Butternut was released to Sales and Marketing yesterday and expected to sell soon with a smooth transition.

Occupied & Sold (as of 4/17/19)

- | | | |
|---------------|------|---------|
| • Northampton | 100% | (77/77) |
| • Easthampton | 97% | (60/61) |
| • The Inn | 98% | (49/50) |

Lathrop Total Occupancy 99%

Lathrop Reservation List: YTD

- New Reservation List Deposits 2019 = 19
- Total Reservation List = 205
- (New Reservation List Deposits 2018 = 66)

Sales Turnover Report as of 4/17/19

(Sold and Under Renovation)

- | | |
|-------------------------|----|
| • Northampton Townhomes | 7 |
| • Easthampton Townhomes | 5 |
| • The Inn Apartments | 12 |

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 8

MANAGEMENT REPORTS. Thom Wright. The Master Plan projections will be reviewed by the Task Force on May 9th for final recommendation to the Board on May 21. The Board supports the refurbishments to the Meeting House and seeks to allocate funds toward the first-floor upgrades.

Kendal at Home is finalizing its 501c3 status and has an actuarial study in progress.

The board has approved razing the two houses Lathrop owns on Bridge Road along with the garden house and barn in May or early June. Estimated cost is \$34,000. Zoning for the sites will remain in effect. A replacement shed will be provided for gardening tools and lawn games and there will be landscaping improvements. Bridge Road neighbors will be notified prior to the activity.

There was a discussion about burying beloved pets on Lathrop property. The recommendation is to have a broader discussion around the idea and to determine a suitable process and place to bury pets, if desired.

Lathrop will engage Berkshire Design to complete an updated wetland mapping to understand the current campus condition with respect to standing water and flooded spots that may increase risk of insects and restrict Lathrop's ability to remediate the lawns. As an immediate measure, Lathrop will consult with Spring Valley about safest ways to control mosquitos.

There was a question regarding the use of unrestricted funds. From an accounting perspective unrestricted funds are used at the discretion of management for operational needs and projects. Thom clarified that his practice is to allocate the unrestricted funds directly toward resident initiatives and plans to track and report the use of the unrestricted funds throughout the year.

FOLLOW UP/STATUS OF PREVIOUS BUSINESS

HD Cable Upgrade. All complete.

Blue House Upgrades are on hold until June.

MH Basement Renovation. The new fitness equipment has been installed, and the renovation is nearly complete.

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 9

Who's Who is nearly complete. It will be presented in a 3-ring binder in the library.

Electronic Messaging Software. A market survey is still underway. There will be a demo for residents.

COMMITTEE REPORTS. The **Meeting House Ad Hoc Planning Committee** met yesterday and is considering how to improve lighting and furnishings on the first floor. They would like to hear from other residents about their ideas. They do plan to remove the gas grill and trash bins from the porch and to paint the porch ceiling blue.

The **Fitness Committee**, chaired by Fran Volkmann, considers a range of activities including training on newly purchased equipment, Yoga, Tai Chi, Bones and Balance.

The **Program Committee** meets on the third Tuesday each month. The committee needs a replacement for Helen Engeseth as chair.

Community Garden Committee. The water source has not yet been moved to the well water. The search for deer deterrents is ongoing.

Landscape Policy Committee. Joan Cenedella reported. Since there is no budget for Paradise City to install new gardens, we will receive a handout in our mailboxes for guidance on what residents can do. The information will also be in the handbook, on the residents' website, and in a folder in the library.

The **Butterfly Garden Committee** needs funds for maintenance. Dave recommends \$600 be granted as requested.

Community Fund Steering Committee. The committee consists of four representatives from each campus plus Thom and Frank.

Joe Kulin reported that the amount sought will be higher than last year's goal of \$30,000 since we exceeded that last year. Some specific categories for donations will be specified, and there will be unrestricted donations. The committee will keep us informed of progress of fund raising. Thom will keep us informed of how our donations are being spent.

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 10

EAT. Judy Hyde reported that the committee is working with Mike and Thom on how to transition to treatment of our lawns without toxins. They are looking for a replacement for Q4 and talking to the lanes about placement of test plots. A resident asked if we might be able to let our lawns go more natural in back yards.

Joe reported that Aspen met recently with Thom and is totally committed to the goals of the committee. He also asked if the community would agree to Aspen being the test site. Stacy Carmichael observed that the back yards of the lanes differ significantly from each other so we may need to use other back yard test sites as well.

There are significant standing water issues on the lanes—noted specifically were Crabapple, Dogwood, Firethorn, and Goldenchain where there is a deep bowl with standing water year-round. There is already a mosquito invasion, and that raises concerns about how the sites will be treated. Two residents have products they use that are likely toxic.

Thom reported that a plan is in place to work with Paradise City and Berkshire Design to relieve flooding. He recognized the importance of finding the best way to control mosquitos. We will also be working with Spring Valley on these issues.

Hans noted that there needs to be a survey of the many areas of standing water on campus. Residents should inform Thom and the Landscaping Committee of relevant sites.

The EAT committee will be scheduling a speaker on their issues.

NEW BUSINESS

Proposed Revisions to By Laws Sections on Committees

SECTION 12. No change

SECTION 13. All other committees shall be formed by the Council with the recommendations of the President.

1. Type. Committees will be designated as “*standing*” or “*ad hoc*”. *Standing* committees are ongoing and support or enhance life at Lathrop. *Ad hoc* committees address single issues or decisions and are dissolved when their work is complete. The Council will review each *ad hoc* committee at the end of one year to determine whether it has achieved its purpose or whether it’s life should be extended.

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 11

2. Structure. Committees will normally be composed of three to seven members. A chair will be either designated by the President or selected by committee members.
 - a. For *Standing* committees, members will serve for one-year terms, renewable for a total of three years. The chair may also serve for up to three one-year terms.
 - b. For *ad hoc* committees, both members and chair will serve for the duration of the committee's existence.
3. Mandate. For each committee, the purpose, scope, and authority to accomplish its task will be clearly stated and reviewed by Council.
4. Reporting. Each committee chair will report to Council at intervals determined jointly by the committee chair and the Association President. Reporting intervals will be selected to foster good communication and transparency regarding the committee's work. In addition, The President may request that Committee chairs prepare written annual or final reports.

SECTION 14. Omit

Council will vote on the revised version and report to the Association.

Nominating Committee (Cynthia Stanton, Daphne Stevens, and Michael Schwarz).

Lane Reps for 2019/20

Aspen, Edie Denney	Firethorn, Joan Bernardini
Butternut, Nancy Nowak	Goldenchain, Elly Rumelt
Crabapple, Shelley Schieffelin	Hawthorn, Joan Borgos
Dogwood, Sheila Lyford	

Proposed Slate of Officers for 2019/20

President, Chris and Jack Hjelt	Treasurer, Dale LaBonte
Vice-President, Audrey Bernstein	Secretary, Arlene Jennings

Chris and Jack explained that they will each have different responsibilities since they both have commitments off campus. Their intention is to limit responsibilities and delegate more.

6/4/2019

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
May 1, 2019

Page 12

DISCUSSION. Gathering Room TV: Operational Training. There are now printed instructions for streaming placed near the tv.

COMING ATTRACTIONS

Northampton Pride Parade	Saturday, May 4, Noon
Dr. Benjamin Kilham: What Bears Taught Me About Being Human	Saturday, May 4, 2:00 p. m.
Memorial Day Cookout	Wednesday, May 29, 12:30 p.m.

GOVERNANCE

Task Force Meeting	Thursday, May 9, 2:00 p. m.
Annual Lathrop Board Meeting	Tuesday, May 21, 3:30 p. m.
Training: Quaker Consensus Decision Making, David Jones	Tuesday, May 21
Next Council Meeting	Wednesday, June 5, 10:00 a.m.

Respectfully submitted,

Arlene Jennings

6/4/2019