

Lathrop Association Minutes of meeting April 7, 2021

Present:

Officers: Jack Hjelt, Chris Hjelt, Judy Hyde, Dale LaBonte,

Residents: Elly Rumelt, Joan Wofford, Ginny Biggie, Audrey Bernstein, Carol Neubert, Edie Denney, Helen Engelseth, Pamela White, Warren Hammack, Jean Shackelford, Gillian Morbey, Jean Krogh, Daphne Stevens, Martha Cushman, Arlene Jennings, Joan Bernardini, Hans Van Heyst, Judy Van Heyst, Alex Neubert, Rowena Roodman, Jeffrey Mitchell, Holly Mitchell, Joan Laird, Peter Van Pelt, Lou Ratte, John Ratte, Judy Buhner, Joan Cenedella, Fran Volkmann, Sheila Lyford, Michael Schwartz, Mary Alice Wilson, Bill Wilson, Susan Bastek, Rebecca Wondriska, George Kriebel, Sally Ives, Sarah Ismail, Joan Borgos, Carolyn Zavarine, Joe Kulin, Bob Solosko, Richard Hutton, John Cogwell, Maureen McCarron, Larry Bernstein, Bob Comerford, Dave Morrissey, Ed Shanahan, Ann Shanahan, Shelley Schieffelin, John Schieffelin, Joan Davis, Beverly Bowman, Claire Frierson, Nancy, Marlisa Parker, Gary Roodman, Carol

Staff: Thom Wright, Rob Olmsted, Kathi Brown, Sarah Gauger, Holly Smith-Bove

Presidents' report: Chris & Jack Hjelt

After a moment of silence, the deaths of Andrea Kulin and Andy Walsh were acknowledged. We celebrated the return to the community of those hospitalized or in care—Lou Ratte, Mike Stevens, Marjorie Ewing, Philip Eck. Bill Wallace has since returned from Care One and Audrey Bernstwein is back on her feet after 3 long months. Gratitudes were extended to management and staff for 100% vaccinations and to those individuals contributing to the vitality of the North Campus community.

Treasurer's report, below, was accepted

Treasurer's Report March 2021		
Beginning Balance		\$16,372.31
16-Mar	J. Sheehan (Local author, talk)	\$100.00
4-May	J. Sheehan (Local author, talk)	\$100.00
Ending Balance (including cashed out CD)		\$16,172.31

Ogden Brandt, Treasurer

The Minutes of the March Council Meeting were approved as distributed.

Management report: Thom Wright

8 move-ins are planned by July. Occupancy remains strong. Lots of work going on to prepare new residences. Management has met with Spring Valley and their services have resumed on campus. Concerns have been shared and hopefully will be addressed to try to reduce noise and disruption. We will be assessing micro clover test areas so we can make plans for expansion as appropriate. Management is working with Kendall on an operations assessment, which happens every 5 years to look at staffing patterns, etc. Kendall is developing a new affiliation agreement that will allow us the ability to pick and choose the services we need from Kendall. Management is hopeful that this will reduce costs for us. The report in third quarter to everyone will recap this agreement.

65 comments were received from individuals and groups about the Master Plan options. These were organized by Peter VanPelt, Secretary to the Board, and shared with the Executive Committee of the Board who decided to pass these comments on to the full board. There will not be a decision this month about building plans. What has come forth from the comments is that current issues need to be addressed before proceeding with expansion efforts. .

Holly Smith-Bove, our new CFO, gave financial report. (see attached visuals)

Jean Shackelford raised a question about the recent loss of three people in maintenance department. Thom detailed many factors that lead to people leaving. All had an exit interview. Thom stated that we have an ongoing mechanism to check salary levels against other organizations in our sector. We try to build relationship with all staff members, but we do have a very flat staffing patterns with limited room for advancement.

Jack Hjelt asked whether there is a priority list for people wanting to come to our campus. Thom said that there is a preference on the waiting list for North campus, but there is not a separate list of those who are only willing to come to Northampton.

Thom discussed a new committee that will be involved in making decisions around maintenance priorities and capital expenditures. Chuck Johnson and Ruth Constantine are the Board co-chairs. This committee will have representation from management and 2 residents from each campus. Actual starting date and Scope of Work for the committee are not available at this time.

Daphne Stevens shared a concern about the fragility of some trees on Shallowbrook. It is our understanding that Spring Valley has contracted with an arborist to assess our trees and provide recommendations for action.

Wellness Report: Rob

Lathrop believes that the vaccine we all received is extremely effective, and a strong defense against variants. The CDC is slowly providing new guidance including guidelines for indoor and outdoor gatherings. CDC advises that we still be cautious

about traveling, although Rob reported that he had just returned for Mexico and observed that all airline travelers were masked. Lathrop is now accepting guests overnight if they are fully vaccinated. Some staff are waiting for a vaccination appointment. A very staff have chosen not to be vaccinated. Commons space use still limited. Residents can negotiate our own rules for gatherings, particularly about the use of masks. Quarantine requirements for new residents have been suspended. There is still a single entry point for common spaces to encourage reading use guidelines posted at the door and for tracing purposes should that be necessary. Starting April 19, everyone in Massachusetts is eligible for vaccine if they can get an appointment. Use of fitness rooms is down though more time is available. Van is more available now.

Bob Solosko asked how to know if a staff person is vaccinated. Rob said that you can't. You can ask the staff person, and they may choose to disclose their status. We are protected by our vaccination status.

We are responsible for closing windows, turning off lights in the fitness center on weekends and when no staff person is present. Anyone who is uncomfortable being in mail room with others may request solo access and residents should be gracious about respecting these needs.

You don't need to wear a mask if you're alone in the fitness room. If others come in, you negotiate with them about mask wearing. Ping Pong is also a negotiation. The fitness center has a fan in the window, air purifiers and an advanced filter on the Hvac system.

Up to 4 can meet in the Library. You can take an extra air purified into this space if you want.

Land and conservation report: Dale LaBonte

Dale presented a diagram (see attached) of proposed trail for the land adjacent to Lathrop and behind the cemetery. This land was acquired by the City and will be managed by Broadbrook Coalition. Broadbrook wants to begin building a new Pinebrook trail in May or June on this land. Some residents who abut the old logging road connecting to the cemetery don't want that part incorporated into the new trail since it is so close to some backyards. Fran Volkmann, who lives on Crabapple, expressed a value around creating access for outsiders along the old logging trail which leads from the cemetery. Her sentiment was supported by others. Dale LaBonte will share our support to develop the lower trail which links into the Lathrop Loop. We will take more time to consider the possible portion of the trail that begins at the cemetery.

The Grounds Guild has met with Chris Hague to go over our landscaping ideas. He plans to share landscape issues on the Lathrop Website and pledged to provide advance notice regarding Spring Valley actions and applications.

Fitness Committee: Fran Volkmann

- Jen Davis is available for consults. Contact her directly for an appointment

- Some residents can't manage the steps to the fitness center. The committee is considering alternatives. Let Rob or Jen know if you have access issues.
- Please bring your own water bottles.
- Don't wear street shoes in the fitness center. Dirt can destroy our machines.
- The committee would welcome new members, and if interested, contact Fran.

Program Committee: Chris Hjelt

This committee will begin again April 15 at 10:30 in the Gathering Room. Contact Chris to join.

Chris highlighted ongoing groups and new initiatives, including the Lathrop bird group, communal storytelling, food group which held a popular porch grill fest, winter walks, and an African American writer's book group.

Funding Actions

Appreciation Gift for our handyman, Nick Esposito

A gift amount of \$999.99 for Nick was endorsed by the Council, however several residents raised concern about the magnitude of the gift and the precedent it might set. After some discussion, it was agreed that a **thank you gift of \$250** was more appropriate. .

Maureen Mc Carron suggested we establish this amount as the standard, so we don't have to deliberate anew each time a staff member leaves. Jack Hjelt expressed a lack of concern over the precedent issue, but did not block the decision.

Meeting House committee proposal for new furniture of the reception area

We were shown slides of chairs and love seats recommended for the reception area of the Meeting House (See attached) . Discussion ensued and the question was raised about why we were not asking for a contribution of Lathrop management. Chris Hjelt shared that. Lathrop had acknowledge their responsibility to paint the reception areas and the gathering room. But she also cautioned that the new capital expenditures committee may have higher priorities for this year. The Association **approved the estimated costs of \$6588.00 for the purchase of 2 love seats and two arm chairs**. A model can be seen in the attachments. Lathrop Management will to help place the order so that we can benefit from their tax fee status. The Meeting House Committee is authorized to make these purchases, although they caution that the furniture will probably not be available until the Fall due to supply chain issues. Should there be problems with off gassing, the furniture will be aired in the garage as required.

Public Address system for use for outside performances or events. Bob Solosko and Gary Roodman are working on identifying a good quality, but easy to use system for our use. Considerations: Sound quality, projection range, weight, simplicity of controls, quality of microphones, mic stands, price. Bob and Gary projected a cost in the vicinity of \$650. However, the son of a resident, who is a performing musician advised that we look for something in the \$750 range. **the community agreed to spend up to \$750 for the purchase of an outdoor PA system and identified by Bob and Gary.**

Nominations

The Vice President, Secretary and Treasurer will continue in their roles for the next year. In spite of a great deal of work by the nominating committee, no one has yet been found for president. Chris hoped that an individual or a team would yet step forward to fill this vacancy. Alternatively, we may need to think about another model of governance that makes this job more manageable. .

Announcements

A residents' meeting will be held on Zoom Tuesday April 13 at 10 am to share concerns about the impact of the proposed Master Plan options, ongoing management issues, particularly as they address the backlog of maintenance problems and the financial viability of Lathrop.

The annual appeal for Lathrop activities is coming up this month.

Respectfully submitted,
Judith Hyde, secretary

NORTHAMPTON RESIDENTS' ASSOCIATION MEETING
April 7, 2021



Financial Update
through
February 28, 2021

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Occupancy

As of 2/28/2021	Inn	Townhomes	Total
Inventory	52	138	190
Actual	91%	98.5%	97%
Budgeted	92%	95%	95%

Entrance Fee Activity

	Total as of 2/28/21
Refunds Paid	\$(747,500)
New Ent. Fees	<u>\$ 518,600</u>
Net Ent. Fees	\$(228,900)

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Cash Net Operating Margin

As of 2/28/2021:	Actual	Budget	Variance
Revenue	\$987,683	\$1,013,216	\$(25,533)
Expense	<u>\$890,901</u>	<u>\$959,011</u>	<u>\$(68,110)</u>
Cash, Net Income (Loss)	96,782	\$54,205	\$42,577
N.O.M.	9.8%	5.3%	

CHANGE IN NET ASSETS

As of 2/28/2021:	Actual	Budget	Variance
Revenue	\$1,065,164	\$1,071,550	\$(6,386)
Expense	\$1,134,701	\$1,213,177	\$(78,476)
Non- Operating Revenue	<u>\$8,929</u>	<u>\$-0-</u>	<u>\$8,929</u>
Change in Net Assets	\$(60,608)	\$(141,627)	\$81,019

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Days cash on hand

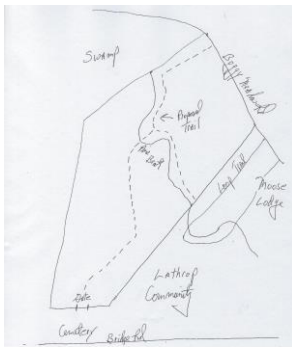
- 11 Days cash on Hand
- 150 Days is Benchmark
- YTD Cash Flow: Decrease of \$205K

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Statement of Financial Position

	2/28/2021
Assets	\$20,659,230
Liabilities	\$45,522,652
Net Assets	\$(24,556,981)

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New Furnishing for the Gallery Room

Presented by the Ad Hoc Meeting House Committee

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Two Loveseats tailor made from Pierways
 2 X \$2200 each \$4400
 Sales Tax (.0625) \$ 275
 Total \$4675

Two Chairs: Willet or Times Square
 2 x \$900 each \$1800
 Sales Tax (.0625) \$ 113
 Total \$1913
 Grand Total \$6588

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Tailor Made by Temple Furniture



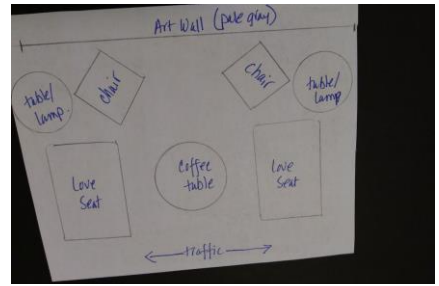
12

Times Square by Rowe Furniture



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The Layout



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