

Approved
11/20/24

MINUTES OF THE AUGUST 21, 2024, ASSOCIATION MEETING,
LATHROP COMMUNITY, NORTHAMPTON CAMPUS

Officers present: Sue Bastek, President; Richard Hutton, Vice-President; Nancy Chamberlin, Treasurer; Alaire Rieffel, Secretary.

Staff present or on Zoom: Patrick Arguin, CEO; Kathi Brown, Director of Human Resources; Paul Kane, Facilities Manager; Donna King, Northampton Office Coordinator; Holly Smith-Bové, CFO; Sam Monks, Resident Engagement Coordinator; Rob Olmstead, Director of Wellness and Care Coordination.

Opening: Sue called attention to the DEIB Statement displayed on the screen at the front of the room, then opened the meeting with a moment of silence.

Comings and Goings: Sue noted the following changes:

Arlene Jennings is now at Rockridge Community in Northampton.

Jean Miller is at Armbrook Village in Westfield.

Bill and Mary Alice Wilson have moved to New Hampshire.

Margaret Zelljadt has moved to Maryland to live with family.

Mark and Susie Merritt have moved into 75 Hawthorn Lane.

Minutes of Last Meeting:

The Proceedings of the last Association meeting were approved, thereby becoming Minutes.

Treasurer's Report: The report of the Treasurer is attached.

Old Business:

DEIB Committee: Carol Neubert gave a final report on the DEIB and Lane Acknowledgement Statements. The DEIB and Mission Values statements are framed and displayed near the entrance. A Land Acknowledgment statement is being displayed on signs at both ends of the "loop" trail. These statements were approved by the Lathrop Board at their April 28, 2024, meeting. Copies are being placed in pigeonholes for residents to place in their handbooks. The next activity of the committee will be choosing plans for future projects.

Cooley-Dickinson: Chris Hjelt provided a final report on our contributions to the Cooley Dickinson Emergency Room expansion. The Northampton Association provided \$250, the maximum possible under the Association bylaws. This was packaged with individual resident contributions and totaled \$6,280, 50% of which was later matched.

Barbara Walvoord reported for both the Land Committee and the Environmental Stewardship Committee. The Land Committee is responsible for trail upkeep. A grant for the removal of invasive plants was approved by the Northampton City Council. In addition, funds from the Northampton Association were approved earlier.

The Environment Stewardship Committee's responsibilities cover land, energy, waste, water and energy. Because several groups are working on these issues, a draft plan was prepared for an umbrella group to be known as the Environment Stewardship Forum. It is not a committee but will be an opportunity for all relevant committees to come together to exchange information and construct a strategic plan.

New Business:

Resident Board member reports:

Marlisa Parker noted that the Board has two new members—George Leonard and Carol Bull. Sue Bastek as President of the Northampton Association is an *ex officio* member of the Board. Marlisa also noted that a new gift acceptance policy has been “accepted but not finalized” by the Board.

Carol Neubert reported for the Strategic Planning Committee. Lathrop is in the “middle bracket” of the local housing market. The Blue House is not old enough to fall into the historic registry category, which will simplify the process should Lathrop decide to demolish it.

Staff Reports:

Patrick Arguin, CEO, introduced Steve Bailey, who is the Chief Strategy Officer at Kendal. Steve reviews current Kendal projects underway elsewhere. “Enso Village, located in Healdsburg, California, has been designed with an emphasis on sustainability and Zen concepts.

Patrick described a new “Transfer to Positive” approach. This approach is used to amplify an organizations’s strength through a “Five D” process of “define, discover, appreciate the best, design and deliver” based on what is working in an organization rather than what is not. There is an update policy for individuals to reserve space at the Meeting House for functions.

Holly Smith-Bové, CFO, reported on Lathrop's financial condition. Occupancy is high on both campuses, with Easthampton and the Inn each at 98% and Northampton at 96%. We have about 250 days of cash on hand.

Paul Kane, Facilities Manager, reported that the maintenance department is working on siding and replacement windows. They are working with landscapers to install a cross walk near Bridge Road and trying to upgrade maintenance of the detention and retention ponds.

Jennifer Kinsman, Development Manager, announced that a new \$20,000 grant has been received for staff training. She is looking at grant opportunities for solar energy. A walk to raise Alzheimer's Disease awareness is being organized. Recently requests were sent out to residents and others for contributions to Lathrop's Annual Fund. This fund has been newly re-established, and supplements two existing funds: one to provide staff bonuses, and one to fund activities such as concerts. The Annual Fund has no restrictions and will be used for such purposes as upgrading technology. Over \$13,000 has been raised to date.

Rob Olmsted, Director of Wellness and Care Coordination reported that a clinic will be scheduled for flu vaccinations, and he expects to have covid vaccine at the end of October. He is hoping to schedule series on fall prevention and dementia. In addition, he stressed the importance of having a plan for care of pets to enable neighbors to care for them in emergencies.

Kathi Brown, Director of Human Resources, is working to hire new maintenance workers.

Sam Monks, Resident Engagement Coordinator, has contacted local colleges to arrange for students to present programs on their research.

New Business:

Committee Reports:

Jean Shackelford reported that while the Program Committee still has no chair, it is moving along and planning programs.

Lane Representative Reports:

Joan Bernardini, Firethorn Lane: In response to an inquiry from Firethorn Lane, Sue clarified that the flag/flagpole question will be addressed at the September Council meeting. Council meeting.

Announcements:

A card and letter of appreciation are going out to the Green Collar workers thanking them for their hard work and exceptional service.

Please reserve the lobby bench for sitting. Items to share can be left in the Mailroom except fresh produce, which can be left on the porch. Books and magazines can be left in the library.

The file rack on the wall to the right of the copy machine alcove has reimbursement forms and revised room reservation forms.

The October 16 Council meeting will have a presentation by Philip Fitz on the Quaker decision-making process. A limited number of pamphlets on this subject are available in the library.

Respectfully submitted, Alaire Rieffel, Treasurer

ADDENDA:

Report of the Treasurer:

August 21, 2024

Including outstanding checks, we have \$4072.72 in our Florence Bank account, a decrease of \$753.49 from our balance at the June 2024, Council meeting (\$4126.22). The current balance reflects a donation of \$700 for plantings on the north campus, as well as the following expenditures:

- \$605.10 for plantings by the patio
- \$71.50 for 8 guides to consensus building
- \$76.89 for food/drink for the 90th birthday and Junetenth celebrations.

Our balance in the Lathrop-administered North Association account is close to \$19,325.00. This reflects an increase of about \$7,030 from the Community Fund Drive in the spring, as well as the following expenditures:

- \$250 donation to Cooley-Dickinson Emergency Room
- \$157 for gifts for 90s birthday party
- \$178 food for 90s party

Nancy Chamberlin, treasurer

Report of Land Conservation Committee to North Residents' Association, 8-21-24

By Barbara Walvoord

TRAILS: Trail maintenance is paid for by the Land Conservation Committee, and done by Pete Westover of Conservation Works. The trails need more than regular maintenance. Pete is very busy, and the trails committee is facing some health challenges, so this may be slower than we would wish, but we're on it.

INVASIVES GRANT: The invasives removal grant is coming along nicely. The goal is to remove invasive plants on both campuses so as to support more native pollinators, birds, and other wildlife. Invasives are dangerous because they crowd out the native plants that our wildlife has evolved to use, but the invasives do not offer the same nutrition, cover, or nesting sites that native plants do. An area dominated by invasive plants may have up to 75% less wildlife.

Invasives will not be removed from anyone's yard or garden without the resident's permission.

There are two parts that affect residents:

1. Removing invasive plants in the woods and in the unmowed areas of the built campus. This does NOT include residents' gardens or yards. You may see contractors working in the woods and fields, and in the common landscaped areas of the campus, starting later this fall.
2. Residents may request Lathrop, at its expense, to remove invasive shrubs from their gardens, and have them replaced with native shrubs. The most common invasive shrub in gardens is Burning Bush (winged euonymus). There is a limit, dependent on the available funds for this. If you would like to be added to the list or would like to have help identifying whether a shrub is invasive, contact me. Work will probably not begin until next spring or fall.

The three-year project is funded by grants from both cities, by \$1,000 from each res assn, and by \$25,000 from the LCC, as well as some in-kind services from Lathrop and from the Kestrel Land Trust. Northampton has fully approved \$19,000 funding for all three years. Easthampton City Council will bring the proposal up for approval in early September, and then only for Year One (\$33,000) with the intent to fund years 2 and 3, but no guarantees.

Report to North Residents' Assn. Aug. 21, 2024. By Barbara Walvoord

Patrick has asked for resident input about how to structure the work for Environmental Stewardship, which is one of the three "pillars" of the strategic plan. Barbara presented the basic idea that a group of residents (listed below) has drafted.

Bottom line: We are adding a "forum," which is not a committee, but a process or forum where management and residents work together to gather wider resident input, learn from each other, get a "big picture" view of all the strategic plan work, and move forward with the strategic plan. Suggestions about the plan are welcome: contact walvoord@nd.edu

Tentative Idea for a Structure for Environmental Stewardship Efforts
Barbara Walvoord, 8/21/24

Goals: Create a structure that:

- Does not require the CEO to meet individually with several committees working on various aspects of Environmental Stewardship; provides a single, coordinated contact point
- Does not add another layer of bureaucracy
- Does not block access to the CEO by resident committees working on Environmental Stewardship
- Retains the autonomy of resident committees working on Environmental Stewardship
- Provides a forum for all those working on Environmental Stewardship to exchange ideas, collaborate as appropriate, and meet regularly with the CEO
- Makes room for various ad hoc committees or groups that may arise to work on Environmental Stewardship
- Creates a forum in which all efforts by individual committees and groups can be viewed in total and in context, in the light of Environmental Stewardship goals and priorities

This document has been, or will be, discussed by these groups, and revised in light of their contributions:

- Steering Committee and full membership of the Land Committee
- Steering Committee and full membership of the Environmental Education and Action Committee
- Residents' councils on east campus; residents' association and executive committee on north campus
- Environmental Stewardship Strategic Planning Committee (formally disbanded after they submitted their report, but called together

again for this discussion) **CEO Meets** quarterly or as needed with Coordinating Forum. Invites staff as appropriate. Arranges contact with Board committee

Residents' Councils hear reports from the Forum and, if they wish, from individual committees and groups. Offer advice and possibly funding if requested. Serve as a conduit to residents about environmental stewardship

Environmental Education Committee:

Sponsors informational programs. Operates independently, as for Land Committee.

Land Committee: Landscaped and unlandscaped land. Includes trails. Raises funds from residents and grants. Administers its own budget as now. Works with staff (e.g. Facilities) on its own projects. Generally works through Env Stew Forum to advise CEO and request support, but may also, as appropriate, deal directly with CEO and other staff. May, as appropriate, report directly to Res Councils as now.

Environmental Stewardship Coordinating Forum. At least one representative (or perhaps the Steering

Committee members) from each committee or ad hoc group working on environmental stewardship. Does not have power

over any committee's actions. This is not a layer of governance or bureaucracy, but rather a process: a series of meetings, together with record-keeping. Selects a coordinator to plan meetings and facilitate recording/reporting.

- Meets regularly (quarterly?) with CEO and appropriate staff. At the meeting, each group reports its goals, progress, and resource needs. Management, staff, and representatives work together to share information and to generate

specific plans, goals, objectives, actions, resource needs, and progress reports for the Environmental Stewardship

“pillar” as a whole. Looks for ways various groups can collaborate. Welcomes a wide range of ideas.

- Also holds meetings open to all residents to share information about the Environmental Stewardship “pillar” as a whole and gather resident input. Management and staff may or may not be present, as appropriate.

- Coordinates closely with Residents' Councils/Associations

- Serves as a repository and clearing house for information and a single clear contact point for new residents who want to get involved in Environmental Stewardship.