



**RAC Associate Appreciation Meeting Minutes
OCTOBER 11, 2020
Freedom Plaza Club Room**

The meeting was called to order at 1:00 pm by Janet Blackshire, Committee Chairperson.

Members Present: Janet Blackshire Chair, Charlotte Fernandes, Kathy Mahoney, Maria Martucci, Jeannie Nenarella, RAC Liaison, Diana Parrish, and Judy Schmidt

Members Absent: Kim Freeman

The roll call confirmed a quorum.

The minutes of the September 11th meeting were emailed to all members on September 11. A motion was made by Janet Blackshire and seconded by Charlotte Fernandes to approve the minutes as submitted. The minutes were approved.

The agenda was emailed to all members on October 5th. The agenda was adopted by vote.

Chair's Report: Janet Blackshire and Mary Reter attended an informative meeting hosted by Sarah Chambers on RAC, RAC Committees, and the unity of RAC reports.

Janet and Mary received a RAC Committee Chair Handbook and will be receiving updates from Janet Warren.

Letters were sent to the Residents/Families of The Inn, Plaza West Health Center, and Freedom Plaza Assisted Living regarding the Employee Appreciation Fund.

An Update Notice was sent to all residents on October 1st to remind them of the need for donations and to have their checks stamped at the Front Desk and placed in the AAC lock box instead of mailing them.

Advertising on Freedom Plaza Network is going well. The Goal Thermometer, designed by Corena Fristad, gives the residents a visual update on the status of Employee Appreciation Fund.

Janet Blackshire notifies Corena with the updated balance. We also have a reminder notice on TouchTown.

Treasurer's Report: The Treasurer's Report was given by Diana Parrish. The September ending bank balance was \$127,756. However, as of our October 9th Meeting, our bank balance is \$155,622.

A motion was made by Judy Schmidt and seconded by Jeannie Nenarella to approve the treasurer's report.

Secretary's Report: It was determined that Mary Reter will use the prior months balance on her reports in order to match the figures on the treasurer's report.

Unfinished Business:

Check Distribution Revisions:

December 4 -- PLAZA – 9am-4pm

December 7--- Plaza West Health Center—9am-12pm
Assisted Living—1pm-3pm

December 9---Make –up Day---10am-12pm in the ATRIUM

New Business: Janet Blackshire talked to Trudy McFadden about the Adopt-a Director procedure the AAC used last year to keep the directors informed. Then each committee member chose one or two directors to be responsible to notify about the date, time, and location of the check distribution for their qualified employees.

The committee members volunteered for the times they could participate with the check distribution.

Corena Fristad will print the checks upon receiving information from Larry Chambers and Benny Blackshire. She will notify the committee as to when we can pick up the checks.

Publicity Report: Judy Schmidt will talk to Danielle Carrier about getting another larger sign for the elevators.

Chairman Blackshire asked the committee members if they wanted to ask permission to put a table in the Atrium for one or two days. They unanimously responded "no".

They believe the stamping at the Front Desk and the lock- box is working out very well.

There is NO COMMITTEE MEETING in December.

The January meeting has been changed to the third Friday of the month, January 15, 2021. Stephanie O'Fallon has approved the use of the Club Room for that date.

Stephanie O'Fallon has approved our AAC meetings to be held

- on the 2nd Friday,
- from 1-2pm, in the Club Room,
- during the months of May to November 2021.

Diana Parrish said she would continue to send the committee an update of the Treasurer's Report during the months we do not meet.

Charlotte Fernandes moved to adjourn the meeting and it was seconded by Diana Parrish.

Chairperson Janet Blackshire adjourned the meeting at 2 pm.

The next meeting will be held on November 13, 2020 at 1pm in the Club Room.

Respectfully submitted,
Mary Reter
Secretary