



Resident Association Council Meeting Minutes

9:00 a.m. October 23, 2020

FP Auditorium

President Sweet called the meeting to order at 9:00 a.m.

Members present via roll call: Jean Aronson, Phyllis Black, Jean Bonhaus, Penny Boyne, Dennis Brady, Tim Broad, Veanna Cape, Sarah Chambers, Bill Ciota, Carolyn Clark, Janis Harris, Sheila Martin, David Mohl, Jeanne Nenarella, Carolyn O'Neill, Ron Sweet, Janet Warren.

Absent: Helen McAninch

The roll call confirmed a quorum.

The September 25, 2020 Council Meeting Minutes were previously approved via email distribution and response confirmed by Secretary Warren.

A motion to adopt the Agenda was made by VP Sarah Chambers and passed unanimously.

Oath of Office: President Ron Sweet administered the Oath of Office to RAC Rep Tim Broad, GVT 7-8.

President's Report: Ron Sweet

Table Tennis Room: With regard to the concerns expressed by third floor residents about the establishment of a Table Tennis Room on the third floor of the Plaza Building, management has agreed to provide sound proofing of the room, eased door closing, a posted schedule for use, and an air purifier for the adjacent hall. The concerned residents have accepted the compromise worked out by RAC.

RAC Committee Communications to all Residents: Communication or project that involves a RAC Committee and all Freedom Plaza Residents shouldn't be done without presenting it first to the RAC Executive Committee for approval. Through the years, there have been incidents in which committees distributed information that was not approved by the Council that caused concerns among residents and management and presented challenges. President Sweet sent guidelines for approval procedures in a memo to RAC Committees dated October 15, 2020 and will be attending various Committee meetings to clarify the process.

RAC Council and Committee Minutes: Beginning in January, paper copies of the RAC Council and Committee Minutes will be kept in a resource book in the computer room and, in addition, will still be available to all residents through RacRep.org.

Pickle Ball Courts: Some residents of GVT were concerned about the fencing of the pickle ball courts, but have been assured by management that landscaping and the possible addition of tables and chairs will present an acceptable appearance.

Dining Room Portal: The Dining Room management has requested training for residents to use the dining portal. The Technology Committee has been assigned to this task.

Vice President's Report: Sarah Chambers

Committee Chair and RAC Rep Orientation Training: The majority of chairs were present for the September Orientation. The Community Activities, Health Care, Racket Sports, and Administrative Services Committee Chairs and Secretaries were not present. New RAC Rep training for Tim Broad was held in October.

Dog Park Proposal: Jean Aronson has generated a proposal for a Dog Park based on extensive research and interview and is working with VP Chambers to fine tune some elements before presenting it the RAC Council and then to management for review.

Committee Changes: Doris Johnson is replacing Martha Bingham on the Housekeeping Committee. VP Chambers has been serving as the RAC Orientation Handbook Coordinator since Joe Jahn resigned from the position, which now needs a replacement.

RAC Annual Holiday Celebration: The committee of Penny Boyne, Carolyn O'Neill, Jeanne Nenarella, and VP Chambers are organizing the Friday, December 11, event for RAC Council members and RAC Committee Chairs. A seated plated dinner will be held in the Auditorium.

RAC Host Coordinator's Report: There are 12 new residents scheduled to move in by the end of October. RAC Reps and Hosts will be providing new resident orientation.

Secretary's Report: Janet Warren

RAC Minutes: Distribution of the minutes to Council members will follow a timeline and allow input from all members before being approved via email. This has been suggested for RAC committees, as well. The secretary will send a draft within five days of a meeting, members should respond with additions and corrections within five days, and if there are no further additions or corrections the revised minutes stand approved via email. This conserves meeting time. The goal is to post approved minutes on RAC Rep.org within two weeks after a meeting.

Beginning in January 2021, RAC Council minutes and RAC Committee minutes will be stored in a Google cloud to establish archives beyond the postings at RACRep.org and the paper copies available in the RAC Minutes Reference Book to be stored in the Freedom Plaza Computer Room.

New Business

- President Sweet noted that Larry Chambers has provided graphic arts and technology assistance for handbooks and other communications for many years. There is a need to find persons to assist with this, as demands have increased.
- President Sweet asked for a December 4th Council meeting in lieu of a November meeting. Council members approved unanimously by vote.

Committee Changes:

- VP Chambers reported that several committees have come forward to ask the Council to approve them as working committees. Chairman Pearl Birnbaum requests that the movie subcommittee be subsumed by the Community Activities Committee, thus becoming a working committee.

MOTION: VP Chambers moved that the movie sub-committee be stood down and that the function of choosing movies be moved into the Community Activities Committee which shall be a working committee. Jean Aronson seconded. After clarifying discussion, the motion passed unanimously.

MOTION: In conjunction, VP Chambers moved that we create a tile on RACRep.org for residents to input movie recommendations, and that the input from this source be reviewed by the Community Activities Committee on a regular basis as an approved source of resident input. Carolyn O'Neill seconded. The motion passed unanimously.

- The Technology Committee has come forward with a request to become a working committee in order to fold in some projectionists for the Movies and other new technology-related functions as they may appear.

MOTION: VP Chambers moved that the Technology Committee become a working committee. Tim Broad seconded. The motion passed unanimously.

Standing Rules Changes:

VP Chambers moved that the Standing Rules Section G PPP 1 and 8 should be revised to reflect the changes just approved. Approving these changes shall be regarded as housekeeping and not require additional approvals. Janis Harris seconded. The motion passed unanimously.

- G 1. Standing committees shall include but are not limited to the following: Administrative Services, Associate Appreciation, Community Activities, Dining, Casual Dining Sub-Committee, Finance, Golf, Health Care, Housekeeping, Maintenance, Racket Sports, Technology and Visually Impaired Persons. Each Standing Committee shall have a mission statement and responsibilities that it has approved and that the Council has confirmed.*

G 8. Standing committees shall normally have a maximum of nine members, including the Council appointed member. If any committee requires more than the nine members to fulfill its responsibilities, it may request an exemption from the Executive Committee. Such exempt committees are described as working committees. Current working committees are Administrative Services, Community Activities, Housekeeping, Maintenance, and Technology.

President Sweet and VP Chambers explained that it is essential for all communication from a RAC Committee to the Residents as a body be approved by the Executive Committee in advance to distribution. The purpose of this procedure is to avoid any potential conflict with RAC or Freedom Plaza policies or guidelines, to ensure that RAC communications with the Residents be uniform in approach and branding, and to avoid conflicting messages, dates, etc. with other parts of the RAC organization.

MOTION: VP Chambers moved that the following statement be added as Standing Rule G. 2.2. Janis Harris seconded. After clarifying discussion, the motion was approved unanimously.

G 2.2 In order to avoid any potential conflict with RAC or Freedom Plaza policies or guidelines and to ensure that RAC communications with the Residents be uniform in approach and branding, all communications from a RAC Committee to the Residents as a body must be approved in writing by the Executive Committee in advance of distribution.

Presentation: I'm A Liaison. What do I do? VP Sarah Chambers

VP Chambers presented orientation training to RAC Representative Liaisons to RAC Committees after the conclusion of the Council Business meeting.

She emphasized that Liaisons should do more than attend meetings. They should be involved as a proactive part of the leadership function and establish a good relationship to the Chair and the management people involved, working hand in hand to offer assistance to Chairs when requested or needed. They should know the RAC Bylaws; review the Committee meeting agenda in advance; be familiar with Committee issues, concerns, goals and objectives; and serve effectively as the Council spokesperson for the committee. Importantly, the Liaison should build key relationships as the key communication link between the Committee and the Council.

- VP Chambers presented a picture show of the Freedom Plaza's floor credenzas to show the efforts made by RAC Reps to decorate each in Halloween splendor.

Requests from Council Members:

Veanna Cape: Concerned that items were removed from the Halloween decorations for the credenza. Memo can be sent to floor residents with a request to not remove items.

Sheila Martin: Are there funds for decorations? No.

President Sweet suggested that RAC Reps might plan a Christmas floor get together or “open house” while still observing COVID 19 safety guidelines.

The meeting was adjourned at 10:08 a.m.

The next Council meeting is scheduled for December 4 at 9:00 a.m. in the auditorium.

Respectfully submitted,

Janet Warren, RAC Council Secretary