



## **Resident Association Council Meeting Minutes**

9:00 a.m. January 28, 2022

Freedom Plaza Clubroom

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

Members present via roll call: Phyllis Black, Penny Boyne, Tim Broad, Veanna Cape, Sarah Chambers, Carol O'Brien proxy for Bill Ciota, Carolyn Clark, Carol Croll, Gary Keegan proxy for Pat Gillis, Helen Halm, Janis Harris, Helen McAninch, Letha Jones, Jeanne Nenarella, Carolyn O'Neill, Al Roberts, Ron Sweet, Janet Warren.

Excused Absences: Jean Aronson, Bill Ciota, Pat Gillis,

Guests: Dee Dee Montana, Chuck Roth, Janet Blackshire, Benny Blackshire, Larry Chambers

The roll call confirmed a quorum.

The November 19, 2021 Council Meeting Minutes were previously approved via email distribution and response by a majority of Council members confirmed by Secretary Warren.

A motion from Sarah Chambers to adopt the agenda was passed unanimously.

### **President's Report: Ronald Sweet**

President Sweet swiftly moved the meeting to begin with important reports from VP Sarah Chambers RAC Elections Chair and Janet Blackshire, Associate Appreciation Chair.

### **Vice President's Report: Sarah Chambers**

Election Committee Report: VP Chambers reported the results of the election committee's work to elect new RAC Representatives and RAC officers. She commended Bill Ciota and Veanna Cape who are members of the committee. Several RAC Reps have stepped down or have completed terms of office. Dee Dee Montana GVT 5-6 will replace Jean Aronson, Chuck Roth 2DE replaces Phyllis Black, and Carol O'Brien 3DE replaces Bill Ciota. Letters were sent to each resident on each floor who had a RAC Representative who had served a two-year term. There were no contested positions, so the following persons will continue as RAC Reps for another two-year term: Carolyn Clark GVT 9-10, Helen Halm 3BC, Jeanne Nenarella 5BC, Carolyn O'Neill 1BC, and Janet Warren 7DE. The four RAC officers volunteered to serve another two-year term: President, Ron Sweet; Vice President, Sarah Chambers; Janet Warren, Secretary, Janis Harris, Immediate Past President.

## **New Business:**

The Bylaws Committee consisting of VP Chambers, Chair; Tim Broad, Helen McAninch, and Veanna Cape, was asked to review the issue of what to do when no Council member volunteers to run for the office of Vice President. Article 5, Section 2 of the By-Laws specifies that a Vice President shall be a Council member at the time of initial election or appointment, but does not give direction if no Council member is available to run.

The Election Committee recommended the following additions:

***Article 5, Section 2.1.** If all Council members have been canvassed and no candidate from the council has been found to stand for the office of RAC Vice President by the last day of December prior to the year the Vice President is to leave office, the election committee may canvas, in this order, the immediate Past President, all former RAC officers, the ranks of the RAC Committee Chairs, the Committee Secretaries, Committee members and finally the RA members. Two candidates must be found and the Council must elect one of them in February at the next regular election of officers.*

***Article 5, Section 2.2** In the case that the current Vice President is \*not assuming the position of President, s/he may be extended in that office for a period of up to one year, by majority vote of the Council at the January meeting, in lieu of the above procedures.*

Note: \* In this context “not assuming” means “running for”.

After discussion of points, VP Chambers moved and Veanna Cape seconded to approve the addition of Section 2.1 and Section 2.2 to Article 5 of the By-Laws. The motion passed unanimously. At the February meeting, Council members will cast the final vote to incorporate the above changes to the RAC By-Laws.

The Bylaws Committee was asked by the Executive Committee to modify the Standing Rules so that the Technology Committee is not restricted to a particular number of terms and the two-person rule may be waived. This is based on the fact that the Technology Committee is a working committee and is not limited to a specific number of members. Further, each member is skilled to provide technical services to residents where special knowledge and capability is required. VIP Committee members provide specialized services in a similar vein to residents with compromised vision. There is a need to maintain a continuity of specialized services for both committees.

The By-Laws Committee proposed the following addition of 5.3 to Standing Rules Section G Committees:

***G5.3** Any member deemed vital to the function of the VIP Committee or the Technology Committee by his committee Chair is not term limited. The Chair shall give the list of those exempted to the Chair of the RAC elections Committee on request.*

The By-Laws Committee proposed the following modification to G-6 of the Standing Rules.

**G-6** *Only one resident of an apartment shall ordinarily serve on a committee. That restriction may be waived for members of the VIP and Tech Committees upon request by the Chair of the committee. Exceptions for other committees require a request by the Committee Chair and approval by the Council.*

After a discussion of points, President Sweet moved and Jeanne Nenarella seconded to add 5.3 to Section G and to modify Standing Rule G6 as described in the above paragraphs.

In response to a memo consisting of questions from Tim Broad regarding the operation of the Associate Appreciation Committee, President Sweet invited Janet Blackshire, Benny Blackshire and Larry Chambers to attend the January Council meeting to address his inquiry. Janet Blackshire, Chair presented a detailed report which specifically addressed his questions:

- The RAC Employee Appreciation Fund is for all eligible hourly employees who work at Freedom Plaza. Sales and marketing employees and ROC employees are not included.
- Donations come from Plaza and GVT residents, family members and friends of residents at the Inn, Plaza West, Assisted Living and The Arbors.
- To be eligible for a check, the hourly employee must have 125 working hours by the last pay period in October and must be employed on the day of distribution.
- There were 388 checks written for the eligible hourly employees totaling \$209,228 the exact amount collected from residents by 5 p.m. on Nov.5, 2021.
- Human Resources would have the breakdown of each category of employee receiving a check as well as the answers to the questions regarding restrictions on hours worked per week and the maximum hours each hourly paid employee can earn in a calendar year.

She invited all Council members to attend the General Meeting following the Council meeting to hear a more detailed financial report. She stressed that the purpose of the Associate Appreciation Committee (AAC) was to raise money for all eligible hourly employees. The AAC committee is audited by the Finance Committee. ROC prints the checks based on data received from the Committee. Calculations are done via an Excel spreadsheet by two independent residents chosen for their experience in this area. The committee distributes the checks.

VP Chambers reported that in 2012 the Council voted to include associates, qualified under the committee's guidelines, from all areas of the campus, including Plaza West, the Inn, FPAL and the Arbors.

President Sweet and Tim Broad as well as the Council commended Janet Blackshire for her fine work as chair of the committee and for the outstanding work surpassing their \$200,000 goal for the 2021 year.

Janis Harris moved and Helen McAninch seconded to adjourn the meeting. The meeting was adjourned at 9:45 a.m. in time to attend the General Meeting at 10:00 a.m.

The proceedings of the January 2022 General Meeting will be posted on [www.RACRep.org](http://www.RACRep.org).

The next Council meeting will be on February 25, 9:00 a.m. in the third floor Club Room.

Respectfully submitted,

Janet Warren, RAC Secretary