



**Dining Services Committee Meeting Minutes
February 1, 2023, 2:30 PM
Club Room**

Acting Chair Kathy Vore called the meeting to order at 2:30 PM.

Present: Mike Anderson, Phil Bethea, Al Hurlbrink, Janice Kimbro, Carol O'Brien, Eileen Robbins, Judy Schmidt (Dining Services Sub-Committee Chair), Kathy Vore (Secretary), Theresa Lehman (Dining Services Director), and Pamela Evans (Assistant Dining Services Director). Stan Zarinsky attended on behalf of Anita Ciota. Resident Carolyn Bethea also attended.

Absent: Anita Ciota and Jim Price.

A quorum was present.

The minutes from the previous meeting were unanimously approved.

Theresa Lehman, Dining Services Director:

- **Executive Chef**
 - **New Executive Chef Jaime Simoes, Jr., is expected to be on campus as of March 14;**
 - **He is bringing an experienced Sous Chef with him;**
- **Valentine's Day**
 - **Theresa designed the menu which consists of several four-course plated meals, all of which sound delicious(!);**
 - **February 14 will be a day of chocolate and other goodies at the morning's Town Hall, the special dinner menu, and strawberries, special desserts, wine and cocktails in the Atrium after dinner;**
- **Current Dining Programs**
 - **Once Chef Jaime is on campus, he and Theresa will review current dining programs as a whole;**
 - **Goal is to eventually have food available on campus from 7 AM to 7 PM through a combination of menus in the Grille, The Pub and other Dining Rooms;**
 - **Changes are on the horizon to be introduced gradually;**
 - **Food quality currently is not always consistent, but changes will help improve the quality;**

- **The Pub Renovation**
 - **Chef's first project once he arrives;**
 - **New tables, chairs, and bar stools already on order;**
 - **Renovation will take at least six (6) months;**
- **Bartenders – currently seeking two (2) new Bartenders;**
- **Cookies will now be served at the Hospitality Station at 1:30 each weekday afternoon;**
- **Soup Wells**
 - **New soup wells are being installed on the Williamsburg side of the dining rooms this week which should ensure consistent soup temperatures.**

Janice Kimbro, Menu Chat Report:

- **Residents are enjoying the different breads being served with soup and salad.**

Judy Schmidt, Casual Dining Sub-Committee Chair:

- **American Grille**
 - **Requested that Waffles be added to the Menu; Theresa noted Waffles are offered at Sunday Brunch and are not likely to be added to the Grille Menu;**
 - **Oatmeal has been added to the Saturday morning menu, but some residents were not aware as the additional day was never announced in the Grille**
 - **Judy requested additional time before deciding whether the oatmeal sales justifies the extra labor;**
 - **The chalk board sign advising the name of daily soup(s) is working well;**
 - **Suggested a pork chop dinner and ravioli dinner be added to the Sunday evening rotation;**
 - **Suggested extra ice cream and brownies be ordered for end-of-month as people like to buy them to use up declining balances;**
 - **Theresa is interested in installing a larger ice cream freezer once a location in the Grille is identified;**
- **Artwork in the Grille will be changed once each quarter.**

Kathy Vore, Acting Chair:

Received a total of 54 evaluations (34 emails and 20 comment cards) regarding Dining Services, including 49 on the Dining Room, 3 comments on

the Grille and 2 comments on IRD:

- **28 positive comments on the servers;**
- **13 excellent/good comments regarding food quality, especially the Chicken Tortilla Soup, Shrimp Jambalaya, and 1905 Salad;**
- **6 negative comments on the food, such as flank steak that was dry and tough, breading that fell off the fried fish, and acorn squash that was hard to remove from the skin.**

Committee Suggestions:

- **While overall table service is good, some servers stand at one corner of a four-top and attempt to distribute menus, take the orders and serve food from that point without moving around the table;**
 - **Pamela and Theresa agreed this is not acceptable and servers should be asked to step around the table to accomplish service;**
 - **Servers will also be reminded to bus the tables after the entrée so there is table space to serve dessert and coffee;**
- **Signage near the Exit Door area in each dining room needs to be updated as some Residents use that area to park their walkers; this is not safe as the Exit Doors should never be blocked per county fire code;**
 - **Theresa will reach out to Jeff (Administrative Services) to address how the signage should be changed;**
 - **Per the ADA, Servers cannot remove walkers from any dining room;**

The next meeting is set for the Club Room, Wednesday, March 1, 2023, 2:30 PM.

The Meeting was adjourned at 3:30 PM.

**Respectfully submitted,
Kathy Vore, Secretary**



**Casual Dining Sub-Committee Minutes
February 22, 2023 10:30 am
Auditorium Conference Room**

**Present: Judy Schmidt, Susan Scott, Carolyn O'Neill
Absent: Mary Reter, Jan Ulics**

Judy called the meeting to order at 10:30 am. A quorum was present.

The minutes were approved via email.

We discussed the possible reopening of the grille for one evening a week. Residents like the opportunity to eat in the grille in the evening as an option to going to the dining room. The grille could offer rotating dinner meals like they do on Sunday evening. Some suggestions for meals would be pork chop dinner, quiche, flatbread choice or pizza selection, and homemade chicken and noodles. If grille traffic was slow at first, perhaps some staff could help out in the dining room.

We were encouraged to keep talking to residents about the grille and its operation.

We will not have a meeting in March due to scheduling conflicts. Our next meeting will be April 26, 2023 in the Auditorium Conference Room.

The meeting was adjourned at 11:30 am.

Respectfully Submitted,

**Susan Scott
Secretary**