



**Associate Appreciation Committee Meeting Minutes  
May 17, 2024  
Freedom Plaza 4<sup>th</sup> Floor Conference Room**

The meeting was called to order at 1 pm by acting chairperson Judy Schmidt.

**Members present:**

Judi Allen; Helen Halm; Doug Heym, RAC Liaison; Eileen Johnson, Treasurer; and Judy Schmidt

Also present: Don Vore

**Absent:** Kathy Mahoney, Bobbie O'Neill and Diane Turcotte

The roll call confirmed a Quorum.

**Opening Remarks:**

A notice about our 6/5/24 Collection Table will be in The Weekly for 5/23/24 and 5/30/24. (Unfortunately the notice did not appear in the May 23, 2024 Weekly. I will remind Stephanie to put the notice in the 5/30/24 Weekly.)

The next RAC General Meeting is on Friday, 5/24/24. At that meeting the Mission Statement of each of the RAC committees will be presented. At the conclusion of the meeting there will be sign-up sheets for each committee and each chairperson will be available to answer questions about their committee. We will have the tri-folds available for distribution at that time.

**Secretary's Report:** Minutes for January 2024 were approved by email and forwarded to Janet Warren. They are posted on the Racrep.org website.

**Treasurer's Report:** The treasurer's report was given by Eileen Johnson and the balance as of May 17, 2024 is \$46,648. At a future meeting we will discuss whether we want an updated report in the middle of the month or should we just report the end of the previous month in our minutes.

**Unfinished Business:** None

**New Business:**

Judy, Doug and Eileen volunteered to staff the collection table on June 5, 2024. (Because of a scheduling conflict, Diane Turcotte will take Judy's place at the June collection table)

We discussed the letter to be included in the financial statement for Plaza West, The Inn, FPAL and the Arbors. A letter will be prepared to go in the August statements. A copy of the letter sent in August 2022 was distributed.

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A list of tasks which make the collections and distributions of checks a success was presented and committee members were asked to think about what they can help out with in 2024-2025. The list is attached as a separate document.

Doug Heym distributed packets for many new residents.

The meeting was adjourned at 1:50 PM so members could then attend the 2 PM presentation in the auditorium.

The next meeting will be Friday, June 14, 2024 at 1:00 PM. (The meeting will take place in the 4<sup>th</sup> floor conference room since the Club Room will be utilized by a class in the Grad School for Seniors program.)

Respectfully submitted,  
Judy Schmidt, Secretary

Associate Appreciation Committee  
Attachment to the 5/17/24 Minutes

Tasks which make the collections and distribution of checks a success:  
Please think about what you can help out with in 2024-2025

Sleeves for checks at distribution - Helen Halm

New Resident Packets - Doug

Table Set-up - See Martha; Bring tablecloth, stamps, envelopes, info - Judy

Flyers for posting on all floors and GVT buildings -  
Work with Activities to create flyers – Judy

Envelopes to Wells Fargo at the front desk - Judy

Announcement in the Weekly (Janet)

Letter to higher levels of care (Janet)

Goal thermometer (Janet)