

**Saint John's Communities, Inc.
Board of Directors
October 23, 2019
7:30 AM LifeStreams Classroom
Agenda**

		Action Required
1. Call to Order	Stuart Parsons	
2. Invocation	Bishop Miller	
3. Approval of Minutes Pgs. 1-3	Deborah Conta	X
4. Chairman's Report	Stuart Parson	
a. Conflicts of Interest		
b. Clergy Subsidy		
c. Use of Board Portal		
5. President's Report Pgs. 4-5	Renee Anderson	
a. Property Purchase		
b. Project Status re: Licensure & Moves		
c. Dashboard		
6. Treasurer's Report Pgs. 6-16	John Mellowes	
a. 3 rd Quarter Results		
i. Occupancy		
ii. Financial Statements		
iii. Investment Performance		
7. Philanthropy Report Pg. 17	Polly Beal	
a. Contribution Report		
8. Building Committee Pgs. 18-20	John Dawson	
9. Property Tax Assessment	Guest Speakers	
a. Attorney Alan Marcuvitz, von Briesen Purtell & James Madlom, Mueller Communication		
10. Adjournment	Stuart Parsons	

<p>Board members needed for a quorum = 8. X = Items requiring Board action Please contact Monika if unable to attend (414) 831-6966 or mahal@saintjohnsmilw.org</p>

Enclosures: **Pgs. 21-31**

Foundation Minutes

Tower Resident Council Minutes

Canterbury Resident Council Minutes

Windsor and Stratford Minutes

Saint John's Communities, Inc.
Board of Directors
September 25, 2019
7:30 AM LifeStreams Classroom
Meeting Minutes

Presiding: Stuart Parsons

Present: Kathy Armbruster, Polly Beal, Deborah Conta, Lee Coppernoll, John Dawson, Fr. Seth Dietrich, Sanford Fedderly, Kathryn Housiaux, Mike Malatesta, Bishop Miller, Judith Moon, Bob Taylor, Renee Anderson, Dan Lemminger, Donna Spars, Monika Ahal, Recording Secretary

Excused: Diane Beckley, John Mellowes, Stephanie Stein

Invocation: Bishop Miller began the meeting with a prayer.

Approval of Minutes: Ms. Conta requested the Board waive the reading of the minutes. Bishop Miller moved. Mr. Dawson seconded. The motion carried. Mr. Parsons asked for approval of minutes. The motion carried.

Chairman's Report: Mr. Parsons recommends the Executive Committee meet before a Board Meeting when there is an issue to address. Streamlined suggestions and specifics would then be addressed at the Board Meeting.
The Executive Committee discussed the operation of the Foundation and the \$500,000 committed to Saint John's Communities for the Institute on Aging. How the money is spent will be determined by the Board of Directors with the advice of the Foundation Board, Ms. Beal and Ms. Anderson. Future Executive Committee discussion will be on the concept of financial assistance to retired Episcopal clergy.
Bishop Miller plans to retire next year and will be on the Board until November 2020.

President's Report: Ms. Anderson reviewed the current employee parking situation. At the request of the Executive Committee, Ms. Anderson hired VJS Development to do a property search on Saint John's behalf. Property became available a half block from Saint John's. The Executive Committee approved and recommended the purchase of the property on Farwell Avenue. The proposal was accepted. Saint John's would use parking lot immediately with future use of the building, offering them a one year lease of the building for transition. Future use of the building and resident parking is yet to be determined.
Ms. Anderson asked that this information not be made public.
Mr. Parsons, as Chair of the Executive Committee, requested a motion WHEREAS, Saint John's Communities, Inc. is badly in need of proximate parking space for employees and guests; and WHEREAS, the property at 1744 N. Farwell Avenue consisting of .52 acres, including approximately 48 surface parking places and a three story office building construction in 1954; and WHEREAS, that property is within one half block of the Saint John's Communities campus, and is the only suitable property in the entire neighborhood; THEREFORE BE IT RESOLVED THAT, as the Executive Committee has approved and recommended, purchase of that property for \$2,000,000 is hereby

approved, and President Anderson's delivery of an offer in that amount to the owner/seller is hereby ratified and approved. Bishop Miller seconded. Discussion was held on the value of the property. The motion carried.

Discussion was held on providing Ms. Anderson extra funds to secure the property if needed. Mr. Parsons requested a motion to authorize Ms. Anderson to pay up to an additional \$250,000 to acquire the property if necessary. Bishop Miller seconded. Discussion was held regarding the amount approved by the Board. The motion carried.

The Executive Committee has approved to proceed upon the redesign of the front entrance to the Central Tower. There is an opportunity to create a greater street presents with signage. Ms. Anderson presented the design of the Episcopal shield on a stone relief, on the column, in a prominent position that faces the street. The Board was in favor of the design. Discussion was held a Diocesan shield for the other column. The decision will be left up to the Building Committee and if necessary, the Executive Committee.

Ms. Anderson updated the Board on the licensure for January 6th occupancy. The CBRF license has been applied for to increase the number of assisted living rooms and a special use variance has been submitted to the Board of Zoning Appeals. The application is in process for Residential Care Apartment Complex license to provide intermittent and on demand service to apartment residents. Reducing the licensing for skilled nursing is done after the fact. Ms. Anderson is in the process of filing the formal relocation plan required by the State for residents to move from skilled nursing to assisted living. Conversations and written correspondences continues with residents and their family about where people are moving, when, why and if they are sharing a room for the 11 month interim.

Saint John's is a 501c3 and does not pay property taxes; however it is not exempt from paying property tax on the apartments. If Saint John's carries the license for the residential care apartment complex, any licensed entity is not subject to property tax. Ms. Anderson is in the process of filing the full exemption for 2019.

In the spring, Saint John's was involved in a class action lawsuit, for wrongful death. The case was dismissed with prejudice as they were unable to present proof that this person worked at Saint John's.

Ms. Spars introduced the new Dining Director, Melissa Geszvain. Ms. Geszvain has over 30 years of experience in food service and has managed retirement communities for 23 years. Ms. Geszvain currently has approximately 40 employees in Dining; there will be 50 employees with the North Tower. There two direct reports, Executive Chef, Peter Gohsman and the Assistant Director of Dining & Hospitality, Rebecca Schwarz. Ms. Geszvain reviewed the varied types of food services Saint John's provides. In the future food for the Neighborhoods will be prepared on each floor to provide better quality food and give the residents a different dining experience.

A gas leak occurred last week when a backhoe hit an unmarked gas valve. Staff mobilized very quickly, evacuating 70 residents, and all the staff working on the health care floors, to the chapel in five minutes. Lunch was provided for the residents and everyone was back in their room by 1:30PM.

Institute

Update:

Ms. Spars stated that the Institute is funding a series of educational programs for caregivers at the Alzheimer's Association; about half of the classes are being taught by Saint John's staff.

Ms. Stein connected the Committee to people who are knowledgeable in what is currently being offered in terms of caregiver support, what more can be done, and potential ways of partnering with them to help meet some of those needs.

The Committee is looking at two research studies regarding social isolation; spiritual support and a social isolation study with older adults in Milwaukee County. The Committee continues researching to find partners and to help find the monies to conduct those studies.

The Committee is looking at ways to provide some of Saint John's programming to alleviate social isolation and help bring people together to locations where people typically congregate.

Governance

Committee:

Ms. Moon reported on the results of the Board survey. The Committee will work on improved communication, review mission and value statements, provide more education at Board meetings, and annually evaluate the effectiveness of the Board meetings. Ms. Moon distributed a profile form for Board members to complete to assess Board strength and/or weakness.

Building

Report:

Mr. Dawson reported that we are at 46 lost weather days; however they are making up time and are only 2 weeks behind the original schedule for Phase 2.

In Phase 3 the Health Center will be vacated and demolished.

All the floors have been poured.

The care neighborhood rooms will be ready for move-in on January 6th, 8th and 10th.

Floors 7-14 are scheduled for move-in on January 30th, and floors 15-22 are scheduled for March 30th.

Charter Club Members (depositors) will tour the 7th floor on November 13th.

The Central Tower windows will be installed in 2020 and 2021.

Mr. Lemminger stated that the change order budget is sufficient and we are comfortable where we stand; there is also a contingency budget that we do not intend to tap into.

Mr. Dawson reported on the I-beam signing event.

Adjournment: Mr. Parsons requested a motion to adjourn. Bishop Miller moved. Mr. Taylor seconded.

The motion carried.

Deborah Conta, Secretary

Saint John's Communities

Dashboard

Third Quarter 2019

	Definition	Below Expected	Meets Expected	Exceeds Expected	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Financial Indicators									
Gain or Loss from Operations	Measures our profitability. Budget used as benchmark.	<\$1.06 mil ¹	\$1.06 mil ¹	>\$1.06 mil ¹	\$ 1,070,740	\$ 908,131	\$ 1,199,136		
Days Cash on Hand ²	Measures total liquidity indicating the number of days we could meet our average cash payments without collecting any revenue. Bond covenant used as benchmark.	<160 days	180 days	>200 days	1,026	1,141	1,162		
Debt Service Coverage ²	Measures the ratio of income from operations to principal and interest payments. Bond covenant used as benchmark.	<1.1x	1.1X	>1.1x	2.95	3.16	3.17		
Operational Indicators									
Occupancy % Central Tower	Budget used as benchmark	<96.4% ¹	96.4% ¹	>96.4% ¹	92.7%	92.1%	93.6%		
Occupancy % South Tower	Budget used as benchmark	<97.8% ¹	97.8% ¹	>97.8% ¹	96.7%	97.0%	97.8%		
Shoreholder's Club-New Membership	Qtrly Budget used as benchmark	<7.5	7.5	>7.5	13	10	6		
<i>Shoreholder's Club Membership</i>	<i>Member count at end of qtr</i>				205	199	196	196	196
<i>Shoreholder's Club Conversion Rate</i>	<i>% of new apt. sales reserved by SHC members</i>				100%	100%	100%		
Occupancy % Canterbury	Budget used as benchmark	<97.9%	97.9%	>97.9%	95.4%	96.9%	94.9%		
Occupancy % W/S	Budget used as benchmark	<89%	89%	>89%	82.9%	87.5%	89.1%		
Payor Mix W/S	Percentage of residents Medicare & Private Pay residents. Budget used as benchmark.	<49.4%	49.4%	>49.4%	56.3%	53.7%	52.2%		
Human Resource Indicators									
Turnover % (YTD)	Annual Budget used as benchmark	>37%	37%	<37%	34.8%	29.0%	27.0%		
Employee Satisfaction	Annual, Q2, Scale: 1-5	<3.75	3.75	>3.75		4.29			

¹ Benchmark represents the respective quarter's average target (all other benchmarks represent annual averages).

² Covenant requirement is based on 12/31/xx YTD measurement only.

Saint John's Communities
Dashboard
Third Quarter 2019

	Definition	Below Expected	Meets Expected	Exceeds Expected		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	AVG
Resident Indicators										
Resident Satisfaction Towers	Overall Experience	<90%	90%	>90%			95.0%			
	Recommend to Others	<90%	90%	>90%			91.0%			
Resident Satisfaction Canterbury	Overall Experience	<90%	90%	>90%			91.0%			
	Recommend to Others	<90%	90%	>90%			91.0%			
Resident Satisfaction W/S	Overall Experience	<90%	90%	>90%			87.0%			
	Recommend to Others	<90%	90%	>90%			100.0%			
Clinical Indicators										
Pressure Ulcer Prevalence	Measure of in house acquired pressure ulcers. WI state pressure ulcer rate used as benchmark.	>5.7%	3.5-5.7%	<3.5%		2.3%	0.0%	0.0%		
Infection Control	Measure of the number of infections per 1,000 patient days. SEWI facility data and the VA system establish benchmark.	>7	4.3-7	<4.3		2.58	1.12	1.59		
Psychotropic Medication Usage	WI state goal used as benchmark.	>17%	15-17%	<15%		2.5%	2.3%	3.1%		
Readmission Rates	Percentage of residents readmitted to hospital within 30 days of admission to SJOL.	>15%	13.9-15%	<13.9%		4.9%	6.8%	3.7%		

Saint John's On The Lake
Finance and Investment Committee
Meeting Minutes October 18, 2019

Present: John Mellowes, Chair, Sandy Fedderly, Mike Malatesta, Renee Anderson, Dan Lemminger, Eric Gaylord of Marquette

Dan reviewed 2019 Quarter 3 occupancy and September financial statements. Mr. Mellowes noted Saint John's favorable financial performance has been unaffected by the disruption of the expansion project.

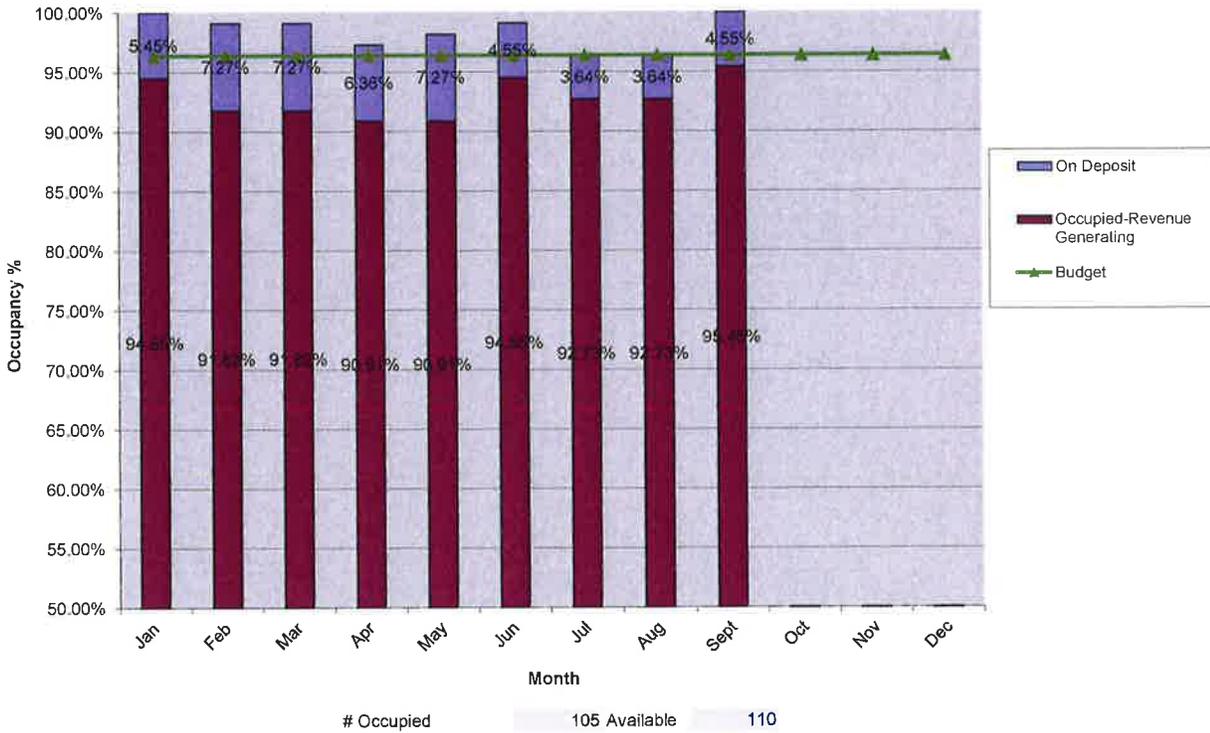
Eric Gaylord reviewed the market environment and the operating portfolio performance for the 3rd quarter.

The Committee agreed to replace Franklin International Fund due to poor performance with Eaton Vance. Eric will prepare the necessary paperwork to execute the transaction.

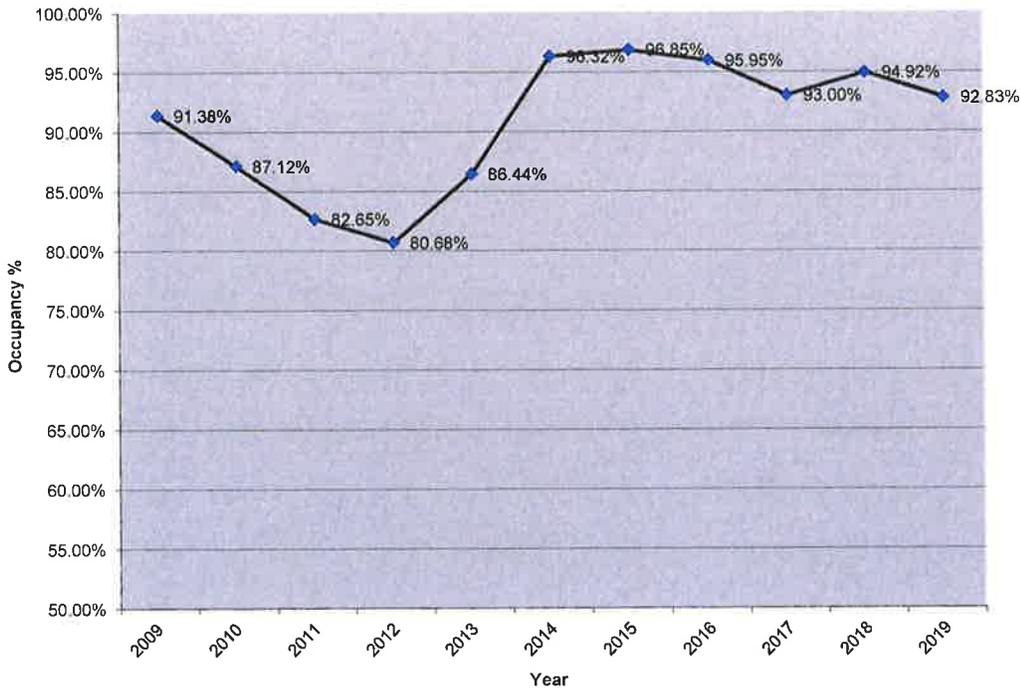
Dan stated we may need \$500,000 from the portfolio for the property purchase. Eric noted funds are available from the Money Market Fund.

Eric also reviewed the performance of the 2 debt related portfolios as well as the invested project funds.

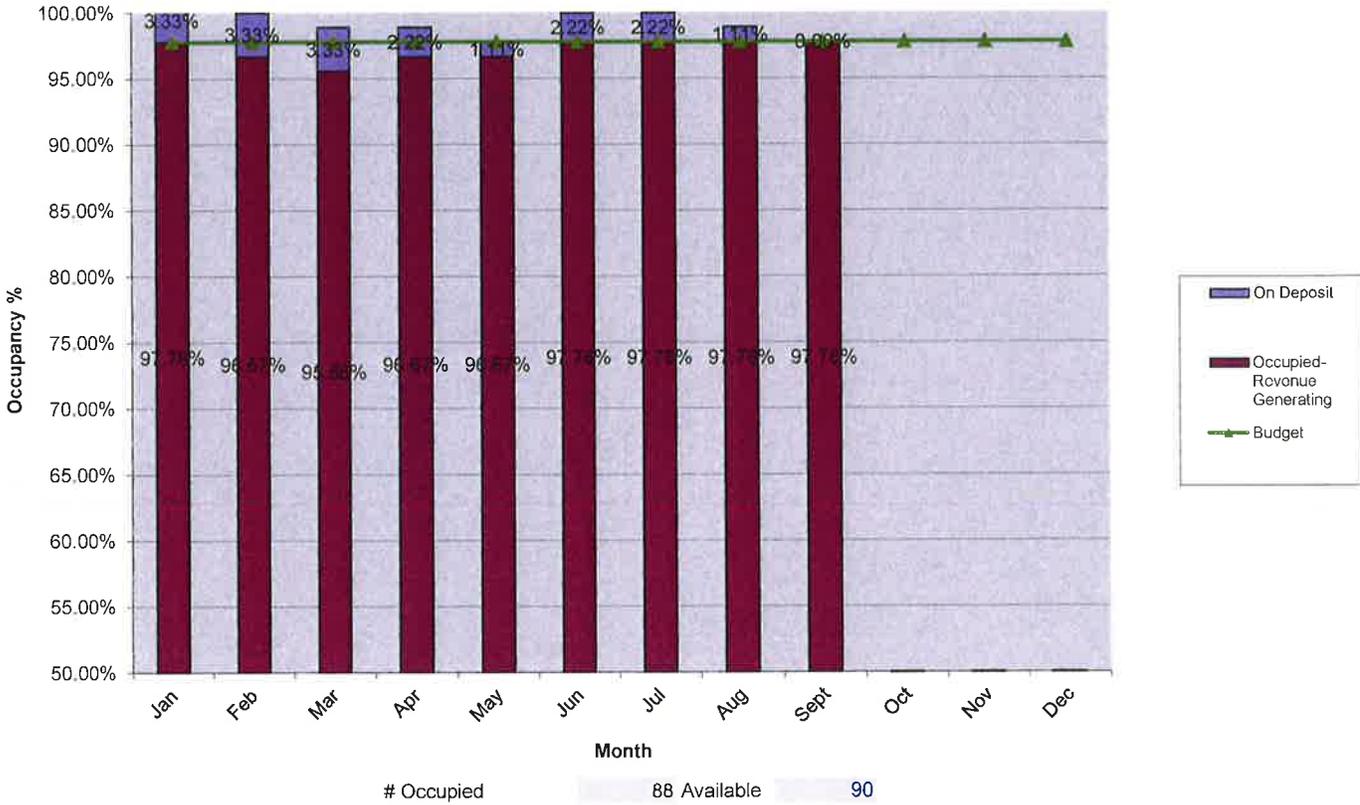
Saint John's Communities, Inc.
Central Tower 2019 Occupancy



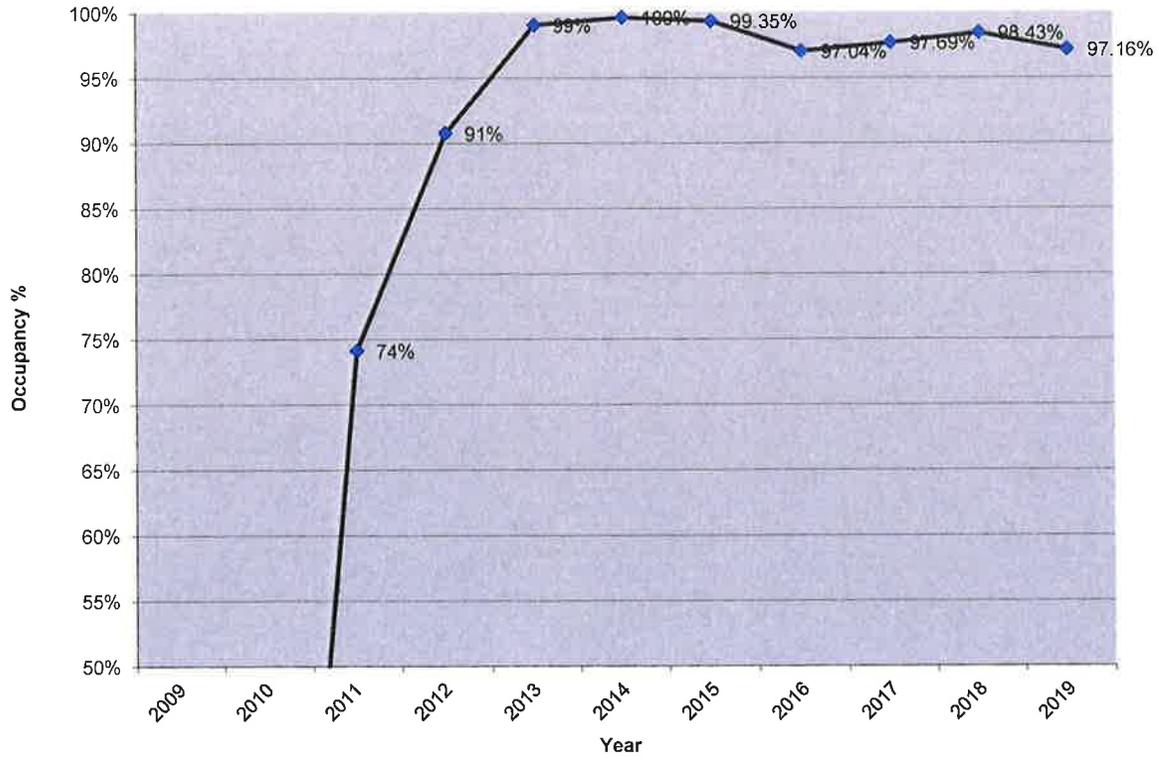
Saint John's Communities, Inc.
Central Tower Historical Occupancy Percent



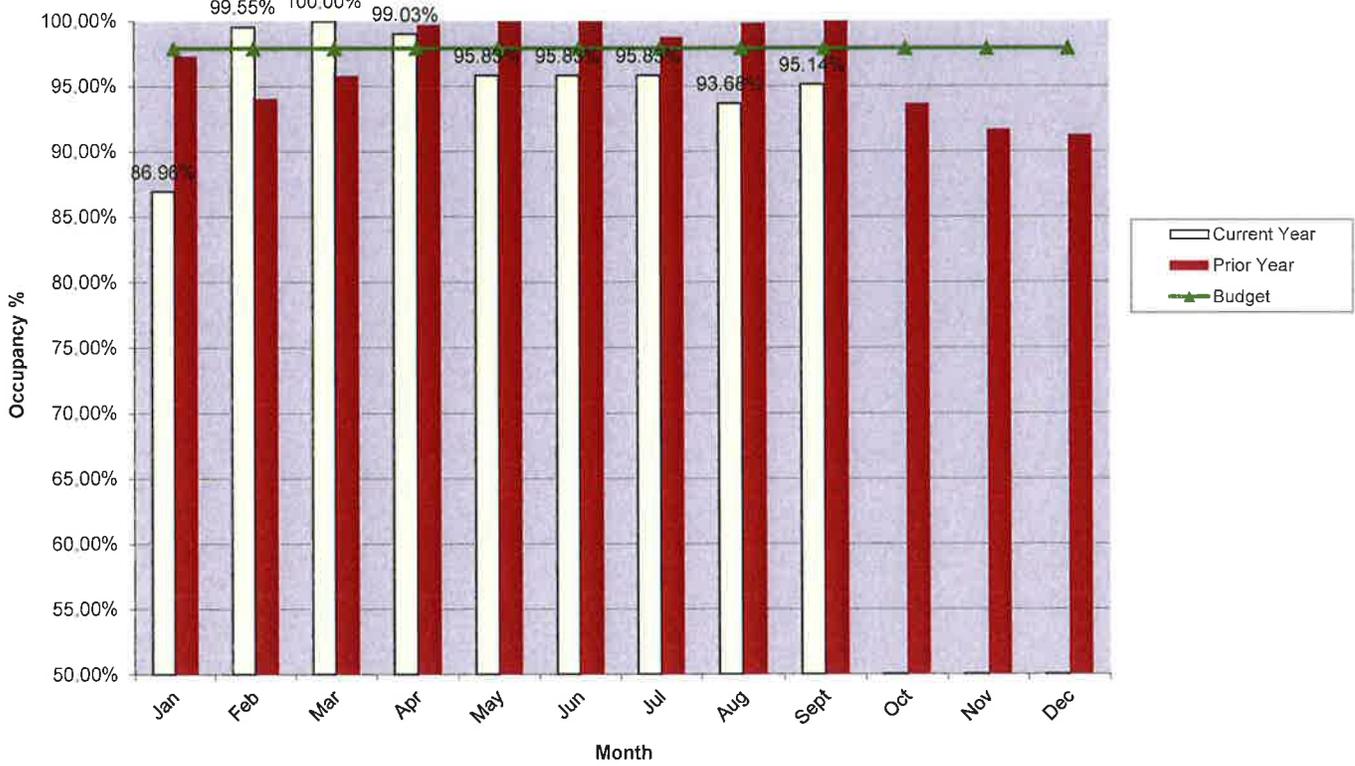
**Saint John's Communities, Inc.
South Tower 2019 Occupancy**



**Saint John's Communities, Inc.
South Tower Historical Occupancy Percent**

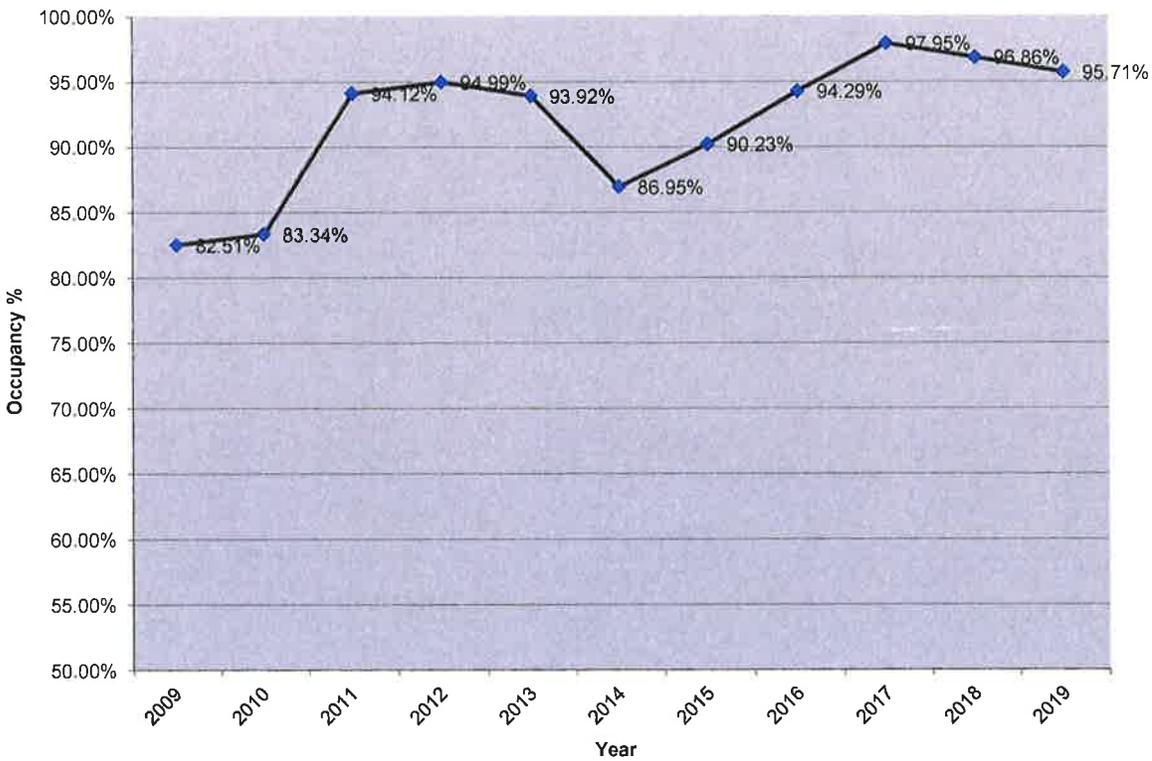


**Saint John's Communities, Inc.
Canterbury Assisted Living 2019 Occupancy Percent**

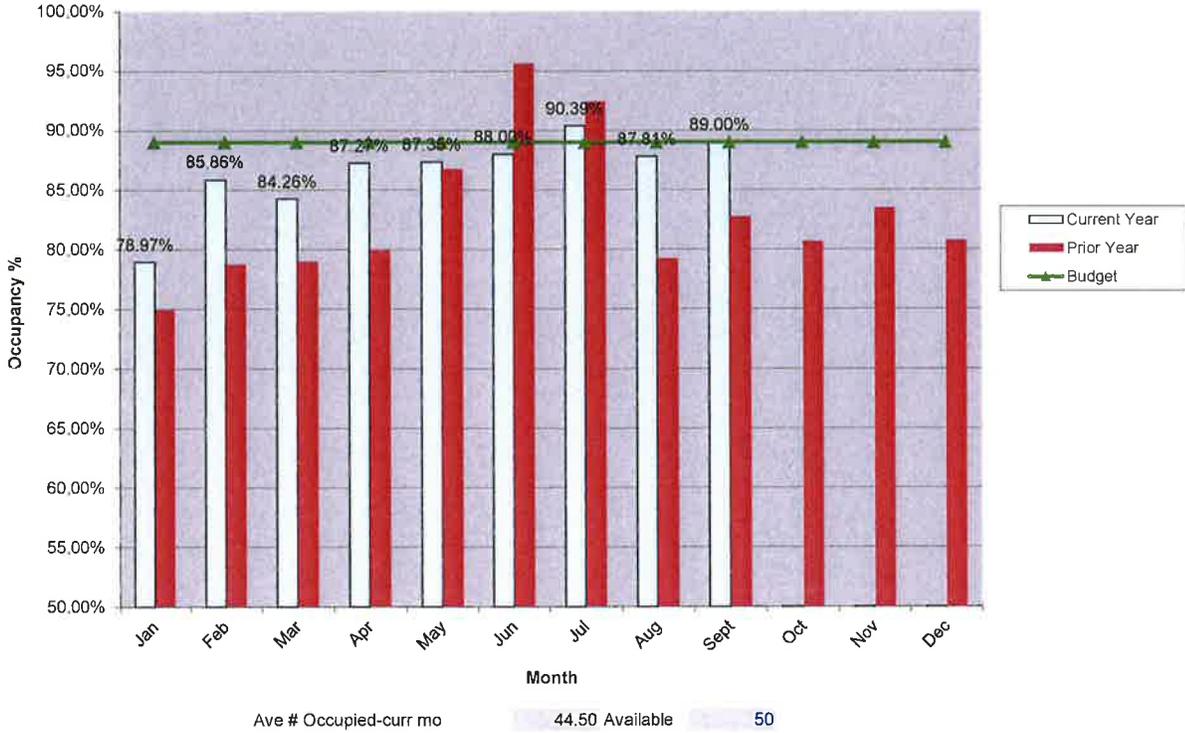


Ave # Occupied 22.83 Available 24

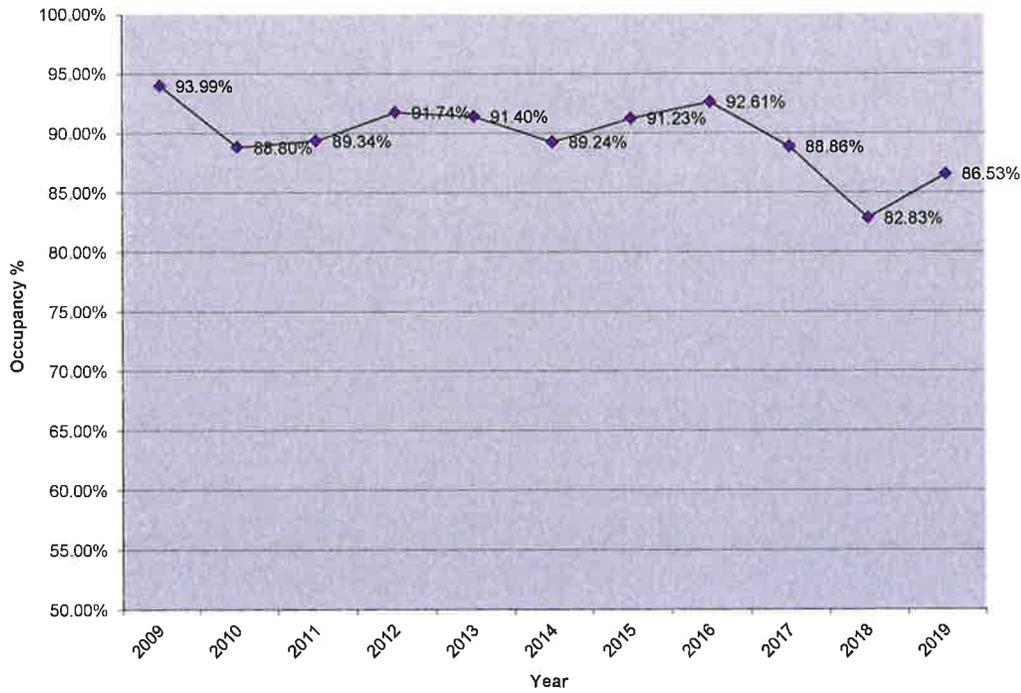
**Saint John's Communities, Inc.
Canterbury Assisted Living Historical Occupancy Percent**



**Saint John's Communities, Inc.
Windsor/Stratford SNF 2019 Occupancy Percent**



**Saint John's Communities, Inc.
Windsor/Stratford SNF Historical Occupancy Percent**



Saint John's Communities, Inc.
Notes to Financial Statements
September 30, 2019

Balance Sheet

Cash of \$7.6 mil includes \$5.1 mil from Deposits on Expansion Units and \$2.5 mil of routine cash.

Construction in Progress balance of \$60.8 mil reflects costs related to the Independent Living expansion and Health Center replacement project ("the Project")

Portfolio balance of \$43.7 mil reflects ytd portfolio gains \$4.4M (nearly all unrealized). Project Funds of \$22.4 mil reflect the issuance of the 2018 Series A and Series B bonds in the prior year to fund the Project plus investment gains less capital payments made. Debt Service Reserve Fund consists principally of \$1.9 mil and \$7.3 mil of required Series 2015B and Series 2018A reserve funds, respectively.

Deferred Financing Fees consist of issuance costs associated with the Series 2015A & 2015B bond issue combined with Series 2018A & 2018B bonds issued to fund the Project in the prior year. Long-term debt consists of \$86.6 mil of Series 2018A public bonds, \$19.3 mil of Series 2015A private bank placement bonds, \$25.1 mil of Series 2015B public bonds and \$7.8 mil Series 2012 private bank placement bonds. Principal payments totaling \$1.2 million were made during the month.

Statements of Operations

As compared to 2018:

Total ytd revenue is favorable to September 2018 ytd by 3.2%, reflecting an increase in Net Resident Revenue (mostly attributed to rate increases implemented January 1 and an increase in contract termination gains stemming from unamortized and non-refundable entry fees) partially offset by a reduction in Investment Income. Operating expenses exceed September 2018 ytd levels by 3.7% on average. The \$464k unfavorable variance is primarily attributed to wages and FICA (\$405k, due to approximate 3% merit increase and additional FTEs hired, mostly related to the Project), health insurance (\$61k, due to an increase in renewal rates), consulting (\$85k, mostly related to a temporary HR recruiter) and food and dietary supplies (\$71k), partially offset by a reduction in miscellaneous administrative expenses (\$88k, due to the elimination of 150th Anniversary costs incurred in the prior year).

The favorable variance reported for unrealized gains/losses reflect the impact of the investment markets between years on the Saint John's investment portfolio.

As compared to budget:

Total ytd Revenue compares unfavorably to budget by -0.6%, reflecting unfavorable variances in Investment Income, Net Resident Revenue (primarily attributed lower than anticipated Skilled Nursing Facility (SNF) and Tower occupancy, partially offset by the timing of contract termination gains), and Other Revenue (unfavorable utilization in catering, concierge and clinic).

Operating expenses reflect a favorable \$124k budget variance due mainly to a favorable variance within Direct Care (most notably within wages in response to lower-than-expected SNF occupancy and within chaplain expense due to favorable Symposium expenses), partially offset by unfavorable variances within Dining and Hospitality (namely food) and Facilities (namely repair expenses).

The \$2.9 mil positive variance in Unrealized Gains & Losses on the Saint John's investment portfolio reflects favorable year-to-date market performance compared to projections.

The favorable variance of \$628k in Change in Interest in Foundation is primarily due to investment portfolio performance.

Cash Flow

Positive Cash Flow of \$2.3 mil reflects cash provided by operating activities, mostly notably the receipt of resident entrance fees and wait list deposits, partially offset by capital expenditures (principally relating to the Expansion CIP) and a \$1.5 mil transfer of cash to portfolio investments in July.

Saint John's Communities, Inc.
Combined Balance Sheets
September 30, 2019 and 2018

Assets	2019	2018	Change	%
Current Assets				
Cash-Unrestricted	2,514,391	(643,547)	3,157,938	-490.71%
Cash-Restricted	5,048,070	5,378,334	(330,264)	-6.14%
Cash-Total	<u>7,562,461</u>	<u>4,734,787</u>	<u>2,827,674</u>	<u>59.72%</u>
Entry Fees Receivable	0	0	0	0.00%
Accounts Receivable, Net	1,228,079	1,082,888	145,191	13.41%
Pledges Receivable	0	0	0	0.00%
Other - Inventory & Prepaid Expenses	267,761	306,099	(38,338)	-12.52%
Total Current Assets	<u>9,058,301</u>	<u>6,123,774</u>	<u>2,934,527</u>	<u>47.92%</u>
Investments:				
Portfolio	43,682,662	41,252,959	2,429,703	5.89%
Project Funds	22,407,221	67,226,865	(44,819,644)	-66.67%
Debt Service Reserve Fund	9,220,887	8,856,026	364,861	4.12%
Other-Donated Funds	214,083	278,218	(64,135)	-23.05%
Property, Plant & Equipment, Net	56,911,475	63,264,508	(6,353,033)	-10.04%
Construction in Progress	60,752,079	17,586,328	43,165,751	245.45%
Capitalized Interest	6,202,157	6,479,404	(277,247)	-4.28%
Capitalized Marketing Fees	540,362	849,140	(308,778)	-36.36%
Deferred Financing Fees	1,793,834	1,560,334	233,500	14.96%
Interest in Foundation	7,652,889	7,386,707	266,182	3.60%
Interest in Subsidiary	74,998	74,998	0	0.00%
Total Assets	<u>218,510,948</u>	<u>220,939,261</u>	<u>(2,428,313)</u>	<u>-1.10%</u>
Liabilities and Net Assets				
Current Liabilities				
Current Maturities of Long Term Debt	1,203,591	1,169,335	34,256	2.93%
Line of Credit Draws	0	0	0	0.00%
Accounts Payable	426,407	320,715	105,692	32.96%
Advanced Deposits & Prepayment	6,478,768	6,698,510	(219,742)	-3.28%
Accrued Expenses	1,449,165	1,272,742	176,423	13.86%
Total Current Liabilities	<u>9,557,931</u>	<u>9,461,302</u>	<u>96,629</u>	<u>1.02%</u>
Refundable Entrance Fees	40,459,920	39,432,415	1,027,505	2.61%
Deferred Revenue on Non-refundable Entrance Fees	21,022,985	19,444,133	1,578,852	8.12%
Refunds Due & Deferred Revenue	<u>61,482,905</u>	<u>58,876,548</u>	<u>2,606,357</u>	<u>4.43%</u>
Long Term Debt	137,312,591	138,756,311	(1,443,720)	-1.04%
Total Liabilities	<u>208,353,427</u>	<u>207,094,161</u>	<u>1,259,266</u>	<u>0.61%</u>
Net Assets	10,157,521	13,845,100	(3,687,579)	-26.63%
Total Liabilities & Net Assets	<u>218,510,948</u>	<u>220,939,261</u>	<u>(2,428,313)</u>	<u>-1.10%</u>

Saint John's Communities, Inc.
Combined Statements of Operations
For The Periods Ended September 30, 2019 & 2018

	<u>2019</u>	<u>2018</u>	<u>Variance</u>	<u>%</u>
Revenue				
Net Resident Revenue	14,253,850	13,540,808	713,042	5.27%
Investment Income	457,907	747,329	(289,422)	-38.73%
Unrestricted Contributions	171,491	135,420	36,071	26.64%
Other	1,203,890	1,170,194	33,696	2.88%
Total Revenue	16,087,138	15,593,751	493,387	3.16%
Expenses				
Direct Care	3,727,621	3,705,955	(21,666)	-0.58%
Dining & Hospitality	1,913,710	1,812,644	(101,066)	-5.58%
Facilities	1,568,920	1,421,791	(147,129)	-10.35%
Housekeeping & Laundry	400,724	355,307	(45,417)	-12.78%
Administrative	3,860,995	3,682,193	(178,802)	-4.86%
Interest	1,437,161	1,467,266	30,105	2.05%
Total Expenses	12,909,131	12,445,156	(463,975)	-3.73%
Gain (Loss) from Operations	3,178,007	3,148,595	29,412	0.93%
Change in Unrealized Gains & Losses	3,978,674	690,072	3,288,602	476.56%
Depreciation and Amortization	(6,517,576)	(6,476,172)	(41,404)	-0.64%
Other-Loss on Disposal of Fixed Asset	(89)	197	(286)	
Increase (Decrease) in Unrestricted Net Assets	639,016	(2,637,308)	3,276,324	124.23%
Change in Interest in Foundation	707,153	48,402	658,751	1361.00%
Restricted Contributions	202,282	297,190	(94,908)	-31.94%
Increase (Decrease) in Restricted Net Assets	909,435	345,592	563,843	163.15%
Change in Net Assets	1,548,451	(2,291,716)	3,840,167	167.57%

Saint John's Communities, Inc.
Combined Statements of Operations
For The Period Ended September 30, 2019

	Current Month				YTD			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenue								
Net Resident Revenue	1,567,557	1,583,745	(16,188)	-1.02%	14,253,850	14,284,755	(30,905)	-0.22%
Investment Income	85,668	54,194	31,474	58.08%	457,907	492,787	(34,880)	-7.08%
Unrestricted Contributions	0	0	0	0.00%	171,491	147,060	24,431	16.61%
Other	135,708	141,026	(5,318)	-3.77%	1,203,890	1,266,393	(62,503)	-4.94%
Total Revenue	1,788,933	1,778,965	9,968	0.56%	16,087,138	16,190,995	(103,857)	-0.64%
Expenses								
Direct Care	406,322	415,862	9,540	2.29%	3,727,621	3,934,294	206,673	5.25%
Dining & Hospitality	217,462	198,379	(19,083)	-9.62%	1,913,710	1,828,925	(84,785)	-4.64%
Facilities	166,262	171,478	5,216	3.04%	1,568,920	1,550,496	(18,424)	-1.19%
Housekeeping & Laundry	49,701	42,305	(7,396)	-17.48%	400,724	391,914	(8,810)	-2.25%
Administrative	412,448	418,678	6,230	1.49%	3,860,995	3,890,684	29,689	0.76%
Interest	156,618	156,635	17	0.01%	1,437,161	1,436,636	(525)	-0.04%
Total Expenses	1,408,813	1,403,337	(5,476)	-0.39%	12,909,131	13,032,949	123,818	0.95%
Gain (Loss) from Operations	380,120	375,628	4,492	1.20%	3,178,007	3,158,046	19,961	0.63%
Change in Unrealized Gains & Losses	418,212	117,574	300,638	255.70%	3,978,674	1,069,928	2,908,746	271.86%
Depreciation and Amortization	(728,982)	(733,640)	4,658	0.63%	(6,517,576)	(6,602,760)	85,184	1.29%
Transfer to Foundation	0	0	0	0.00%	0	0	0	0.00%
Other-Loss on Disposal of Fixed Asset	0	0	0	0.00%	(89)	0	(89)	0.00%
Increase (Decrease) in Unrestricted Net Assets	69,350	(240,438)	309,788	128.84%	639,016	(2,374,786)	3,013,802	126.91%
Change in Interest in Foundation	120,264	41,362	78,902	190.76%	707,153	79,642	627,511	787.91%
Restricted Contributions	13,505	5,687	7,818	137.47%	202,282	318,446	(116,164)	-36.48%
Increase (Decrease) in Restricted Net Assets	133,769	47,049	86,720	184.32%	909,435	398,088	511,347	128.45%
Change in Net Assets	203,119	(193,389)	396,508	205.03%	1,548,451	(1,976,698)	3,525,149	178.34%

Saint John's Communities, Inc.
Statement of Cash Flows
For The Period Ended September 30, 2019

Cash Flows from Operating Activities	
Change in Net Assets	1,548,451
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:	
Depreciation and Amortization	6,517,576
Change in Interest in Foundation	(707,153)
Change in Interest in Subsidiary	0
Change in Net Unrealized Gains	(3,978,674)
Net Realized Gains	79,439
Net Proceeds from Turnover of Resident Entrance Fees	4,977,554
Amortization of Deferred Revenue	(2,168,634)
Changes in Operating Assets and Liabilities	(1,419,943)
Total Adjustments	<u>3,300,165</u>
Net Cash Provided by Operating Activities	4,848,616
Cash Flows from Investing Activities	
Change in Assets Limited as to Use-Series 2018 Bond Fund	38,515,515
Change in Assets Limited as to Use	(1,876,496)
Capital Expenditures-Expansion Project CIP	(36,122,947)
Capital Expenditures-Routine	(1,169,056)
Net Cash Provided by Investing Activities	<u>(652,984)</u>
Cash Flows from Financing Activities	
Payment of Financing Fees-Series 2018 Bonds	0
Proceeds from Additional Borrowing-Series 2018 Bonds	0
Proceeds from Additional Borrowing-Line of Credit	0
Proceeds from Deposits on Expansion Units, Net	(539,050)
Principal Payments on Long term Debt	(1,346,905)
Net Cash Provided by Financing Activities	<u>(1,885,955)</u>
Net Increase (Decrease) in Cash & Equivalents	<u><u>2,309,677</u></u>

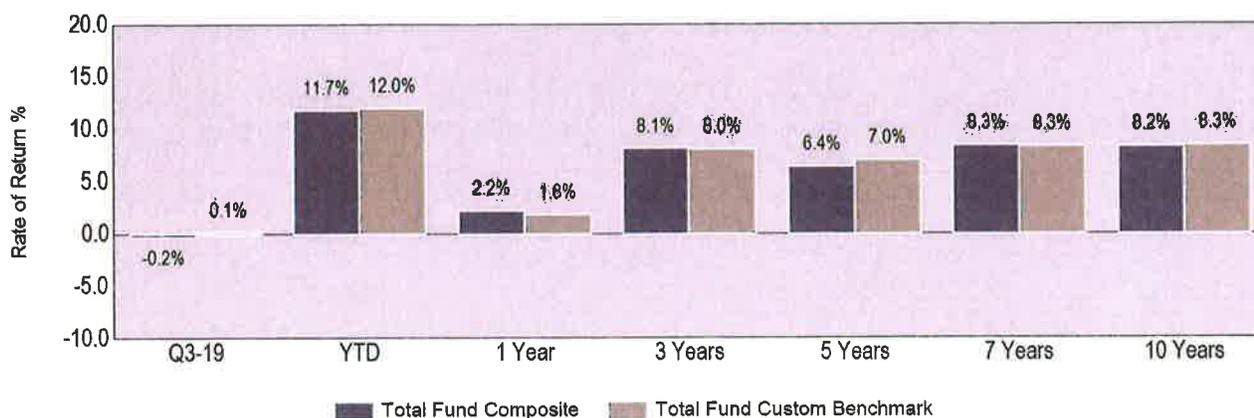
Total Fund Composite

As of September 30, 2019

Portfolio Summary

Market Value: \$43.9 Million and 100.0% of Fund

Return Summary Ending September 30, 2019



Return Summary - 1 Year

	Total Return
Total Fund Composite	2.2%
Total Fund Custom Benchmark	1.8%
Fixed Income Composite	4.8%
BBgBarc US Aggregate TR	10.3%
U.S. Equity Composite	1.7%
Wilshire 5000 Total Market	2.9%
International Equity Composite	-6.4%
MSCI ACWI ex USA	-1.2%
Real Estate Composite	6.0%
NFI	4.8%

Asset Allocation vs. Target

	Current	Current	Policy	Difference	%
Fixed Income	\$8,000,579	18.2%	20.0%	-\$777,554	-1.8%
U.S. Equity	\$15,708,640	35.8%	35.0%	\$346,906	0.8%
Non-U.S. Equity	\$8,487,985	19.3%	20.0%	-\$290,149	-0.7%
Real Assets	\$4,739,746	10.8%	10.0%	\$350,679	0.8%
Private Equity	\$5,349,803	12.2%	15.0%	-\$1,233,797	-2.8%
Other	\$1,603,915	3.7%	--	\$1,603,915	3.7%
Total	\$43,890,669	100.0%	100.0%		

Summary of Cash Flows

	Third Quarter	Year-To-Date	One Year	Three Years	Five Years	Seven Years	Ten Years
Beginning Market Value	\$42,496,369.37	\$37,960,650.05	\$41,510,113.88	\$31,591,343.15	\$24,588,597.78	\$16,369,458.41	\$10,849,816.00
Net Cash Flow	\$1,500,000.00	\$1,467,761.54	\$1,452,071.60	\$3,344,806.75	\$8,272,788.21	\$11,479,021.56	\$13,427,077.06
Net Investment Change	-\$105,700.67	\$4,462,257.11	\$928,483.22	\$8,954,518.80	\$11,029,282.71	\$16,042,188.73	\$19,613,775.64
Ending Market Value	\$43,890,668.70	\$43,890,668.70	\$43,890,668.70	\$43,890,668.70	\$43,890,668.70	\$43,890,668.70	\$43,890,668.70

SAINT JOHN'S OFFICE OF PHILANTHROPY: CONTRIBUTION REPORT of SEPTEMBER 30, 2019

	September-19	Q1-2019	Q2-2019	Q3-2019	Q4-2019	Y-T-D	GOALS 2019	% Goal
OPERATIONAL: UNRESTRICTED GIFTS	\$0.00	\$116.09	\$569.95	\$2,405.16	\$0.00	\$3,091.20	\$20,000.00	15%
Annual Fund		\$116.09	\$569.95	\$2,405.16	\$0.00	\$3,091.20	\$20,000.00	15%
OPERATIONAL: RESTRICTED GIFTS	\$12,604.68	\$20,949.19	\$49,030.19	\$27,552.03	\$0.00	\$97,531.41	\$425,000.00	23%
Capital Projects	\$9,175.00	\$0.00	\$20,854.72	\$13,020.00	\$0.00	\$33,874.72	\$180,000.00	19%
Chapel Fund	\$1,004.00	\$3,211.00	\$3,150.00	\$2,750.00	\$0.00	\$9,111.00	\$15,000.00	61%
Employee Fund	\$1,000.00	\$2,392.00	\$4,622.67	\$3,387.43	\$0.00	\$10,402.10	\$150,000.00	7%
Library Fund		\$0.00	\$244.76	\$263.00	\$0.00	\$507.76	\$0.00	
LifeStreams Programs	\$400.00	\$3,000.00	\$530.00	\$4,775.04	\$0.00	\$8,305.04	\$5,000.00	166%
Pet Project		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Symposium Fund		\$4,611.00	\$13,550.00	\$0.00	\$0.00	\$18,161.00	\$50,000.00	36%
Thrift Shoppe	\$1,025.68	\$7,735.19	\$6,078.04	\$3,356.56	\$0.00	\$17,169.79	\$25,000.00	69%
SUBTOTAL: OPERATIONAL GIFTS	\$12,604.68	\$21,065.28	\$49,600.14	\$29,957.19	\$0.00	\$100,622.61	\$445,000.00	23%
FOUNDATION: UNRESTRICTED GIFTS	\$9,613.25	\$18,548.51	\$3,760.00	\$10,578.25	\$0.00	\$32,886.76	\$25,000.00	132%
General Fund	\$9,613.25	\$18,548.51	\$3,760.00	\$10,578.25	\$0.00	\$32,886.76	\$25,000.00	132%
FOUNDATION: SPECIFIED ENDOWMENTS	\$3,860.00	\$4,410.00	\$44,569.00	\$80,875.00	\$0.00	\$129,854.00	\$50,500.00	257%
Chapel Music		\$100.00	\$2,000.00	\$0.00	\$0.00	\$2,100.00	\$0.00	
Chaplaincy		\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$2,000.00	\$1,000.00	200%
Charitable Care	\$1,500.00	\$200.00	\$9,780.00	\$42,374.00	\$0.00	\$52,354.00	\$15,000.00	349%
Garden & Nature Fund	\$500.00	\$0.00	\$0.00	\$1,219.00	\$0.00	\$1,219.00	\$3,000.00	41%
Institute on Aging		\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00		
LifeStreams Endowment	\$200.00	\$200.00	\$12,710.00	\$3,450.00	\$0.00	\$16,360.00	\$12,000.00	136%
Fjermestad/Fetter Music Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Johnson Music Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Maroti Opera Fund		\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	
Nelson Choral Music		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Teweles Entertainment Fund		\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	
Tyler Program		\$0.00	\$300.00	\$100.00	\$0.00	\$400.00	\$0.00	
Wagoner Music Fund		\$0.00	\$900.00	\$125.00	\$0.00	\$1,025.00	\$1,500.00	68%
Scholarship Endowment	\$1,570.00	\$290.00	\$6,755.00	\$29,627.00	\$0.00	\$36,672.00	\$18,000.00	204%
Titus Scholarship Fund	\$90.00	\$3,620.00	\$8,024.00	\$980.00	\$0.00	\$12,624.00		
Visual-Impairment Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
SUBTOTAL: FOUNDATION GIFTS	\$13,473.25	\$22,958.51	\$48,329.00	\$91,453.25	\$0.00	\$162,740.76	\$75,500.00	216%
SUBTOTAL: OPERATIONS+FOUNDATION	\$26,077.93	\$44,023.79	\$97,929.14	\$121,410.44	\$0.00	\$263,363.37	\$520,500.00	51%
TOTAL PLEDGE PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
Pledge Payments:Foundation			\$0.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
NOTE: goal of \$50,000 was set to include sponsorships and registrations, but alas are not charitable gifts and therefore not reflected in monthly totals								

Saint John's North Tower - Building Report - October 3, 2019

We toured the 7th floor where the five condos are defined with walls. Ceilings are being completed, tiles are being installed and painting is underway.

We toured the 2nd Floor which is even farther along. In the 2nd, 3rd, 4th floors walls and ceilings are about completed.

Wood trim and hand rails are being installed and a number of areas are being painted. Bathroom fixtures have been installed and carpeting has been installed in many rooms.

Windows have been installed through the 15th floor

Dry wall installed through the 10th floor

Stone work is being installed in the upper parking area

Elevators have been installed

The final canopy drawings will be ready on October 18th

All necessary furniture has been approved and ordered for public places

95 % of North Tower residents have made final decisions related to their condos interiors. There will be an owners meeting October 17th. Tours will be given to owners on November 13th and in early December.

A number of permits are still being worked on but no problems are anticipated

The plan is to add a hearing loop to the auditorium with an additional cost of \$8,000. A good sound system is important.

Funds have been given to install a live wall between the auditorium and the plaza area. This will involve installing plants on the walls.

The exercise room will have a cork floor and a labyrinth. Some funding is being sought for this project.

When the current three story building is demolished in February and for the nine months it will take to build the new building the outdoor plaza will be closed except for the late afternoons and on weekends.

September 24th a gas line going into the current three story building. The gas line was not marked correctly. The problem caused an evacuation of staff and clients in the building.

This happened quickly and the problem was fixed in 90 minutes.

Prospect Ave. was closed for 45 minutes and the incident made the noon news.

Central Tower Window Replacements:

The week of October 14th a mock up window will be installed in an empty apartment currently been using as a marketing office. This will give all interested parties the opportunity to understand the installation process, and residents will be able to see and operate the window. Next spring half the Central Tower windows will be replaced followed by the other half during the summer of 2021.

Respectfully Submitted by Polly Beal

OAC Meeting #34

10/17/19

In attendance:

Oscar Avila, Eppstein Uhen (EUA)
Renee Anderson, SJOL
Ben Bergles, VJS
Jeffrey Holzhauser, EUA
Jason Schneider, VJS
Deborah Conta, SJOL Board representative

Fully one hour of this two-hour meeting was spent inside the North Tower, visiting Floors 22, 2 and the first floor, which allowed the group to see the progress made to date from top to bottom. (You will recall that residents in assisted living and skilled care are scheduled to move in on January 6, 8 and 10, 2020. Residents into independent living apartments will start moving in on January 30 (floors 7-14) with residents on floors 15-22 moving in by March 30, 2020.)

In terms of overall progress, the below is a brief recap of work in three areas:

Exterior work on North Tower:

Masonry veneer panels on building are installed up to 20th floor. Metal panels are in place up to the 5th floor. All remaining paneling work is in process.

Windows have been installed through the 18th floor. The curtain wall system on the large living room windows on floors 2-5 will be installed next week fully enclosing those levels. The roofing on the 23rd floor is in process. Completion of all remaining exterior work is weather-dependent.

Interior work:

Floors 2 through 4 have cabinetry, doors and flooring.

Dry walling is completed on first floor. Dry walling now complete up to the 12th floor. Interior framing continues on 16th floor.

Apartments on the 7th floor—the first floor of independent living—have countertops, doors, hardware and cabinetry completed.

Water will be turned on for floors up to the 15th floor on October 19.

Other progress:

Site work: All excavation will be finished in approximately two weeks. The top slab, on the east side of the North Tower, will be poured the week of October 24.

Furniture: Furniture for alcoves on floors 7 through 22 has been selected and ordered. Furniture for common areas on floors 2 through 5 has been selected and ordered. Sample chairs for dining rooms have been ordered and decisions will be made when samples are reviewed.

Central tower window replacement: In process of installing a sample window in Apartment 216.

Resident selections: Completed for two of four penthouse units. One penthouse occupant has concerns and is meeting with Renee to resolve.

Significant upcoming dates and events:

First Glance tour of 7th floor scheduled for November 13. A second tour will be in first week of December. The "First Glance" tour is for new IL residents.

Phase 4 planning is scheduled for an initial meeting on 10/23.

Final inspection by City of Milwaukee is scheduled for week of 12/16. Renee will appear before Bureau of Zoning Appeals regarding application for new CBRF license either on 11/7 or on a date in December. The City must sign off on the project in order to obtain licensure approval by Department of Health Services.

Parlez with Renee: 10/25 at 2 pm, CAC. This is a monthly meeting with Renee and SJOL residents. A representative from VJS attends monthly to answer resident questions and address concerns about the construction process.

Next OAC: November 7.

Additional issues pending (among others):

Hearing Assist system in new Auditorium remains unresolved. A quotation has been received but it seems far too low to be realistic.

Phase 3 FFE (furniture, fixtures and equipment) meeting to be scheduled.

Components in the Exercise/Dance studio are not finalized, including flooring and installation, glass wall, specialty fixtures, niche system and others as the space will be used as the employee breakroom and locker room during Phase 3.

Plaza access during demolition and construction in Phase 3 remains open issue.

Respectfully submitted,

Deborah Conta

SAINT JOHN'S COMMUNITIES FOUNDATION, INC.
Annual Meeting of the Board of Directors
Minutes of October 18, 2019

Board Members Present: Renée Anderson, President; Patsy Aster; Sybil Bell, Secretary; Suzy Brennan; Alice (Lloyd) Lewis; Richard Miller

Absent: Polly Beal

Others Present: Dan Lemminger, Treasurer; Mary Przybylski, Recorder; Eric Gaylord, Marquette Associates

Call to Open: Ms. Anderson opened the meeting at 9:30 a.m.

Presentation by Marquette Associates: Mr. Gaylord reported that the portfolio has a current market value of nearly \$7.6 million with a year-to-date yield of 12.5%. He reported that all managers are in compliance, with the exception of Templeton Foreign Smaller Companies which is on alert due to performance.

In response to the Action Item from the July 2019 meeting, Mr. Gaylord presented an asset allocation study including follow-up on peer universe, peer rankings and investment performance. He showed that Saint John's portfolio is solidly above peer median rankings over a seven year period. When compared with five other alternative model portfolios, the current portfolio is projected to return the strongest overall results in most scenarios. Mr. Gaylord recommended that we remain with the current portfolio, and the Board was in agreement.

Approval of Minutes: MOTION: Ms. Brennan moved to approve the minutes from the July 2019 meeting. Ms. Lewis seconded. The motion carried.

President's Report: Ms. Anderson provided a follow up to the August discussion with Communities' Executive Committee, referencing the Q & A document that was presented and well received at that meeting. The Board was grateful for the clarity it provided.

Ms. Anderson offered an historical review on operations of the Philanthropy Department, noting that with the exception of the Employee Holiday Fund and the Thrift Shoppe, Communities Funds are very costly in terms of administrative time, and should be examined and reassessed. She suggested a one-year target to address the question of a possible reorganization of our current Communities, Foundation, and Office of Philanthropy structure.

Ms. Anderson provided a progress report on the Institute On Aging, noting that the committee continues to plan to plan, and is at a stage of infiltration into the community with partner organizations.

Ms. Anderson collected Board Candidate Profile Forms, and distributed a document outlining information about future Board candidates for consideration. Board members were encouraged to contact Ms. Bell or Ms. Przybylski with additional information for this document.

Ms. Anderson reported on the Grant Applicants to the Visually-Impaired Endowment Fund. She noted that there is \$9,600 available for distribution, and that the following organizations submitted applications:

ABLE, request of \$4,000

Center for Deaf Blind Persons, request of \$3,000

Vision Forward, request of \$3,000

MOTION: Ms. Brennan moved to approve grant applications to all three organizations in the amounts requested, for a total distribution of \$10,000 including a \$400 invasion of corpus. Mr. Miller seconded the motion. The motion carried.

Philanthropy
Report:

Ms. Bell summarized the Q3 Contributions Report, noting that the numbers clearly reflect our donors' preference for giving to the Foundation over Communities. There was discussion about allocation of undesignated donations, with agreement that the current practice of directing gifts on a case-by-case basis continue for now.

Ms. Bell outlined the Endowment Receivables Pipeline Report, noting the recent Q4 additions of two gifts: a new Cultural Arts Fund that will be opened with a \$50,000 refund gift from Jill Heavenrich, and a 50% refund gift (approximately \$12,000) from Barbara Kloman. Ms. Bell reported that resolution on Bill Eastham's estate gift will likely come in 2020.

Finance
Report:

Mr. Lemminger presented the preliminary Q3 statements and reports:

Balance Sheet: Mr. Lemminger reported the total balance of nearly \$7.7 million in assets, with an increase of \$300,000 over the same time last year.

Statement of Operations: Mr. Lemminger noted an increase of \$627,000, with \$517,000 in portfolio earnings and \$106,000 in charitable giving. He noted an expected Q4 expense for WIPFLi audit fees of \$3,000.

The 2020 Foundation budget/distributions were presented, with Mr. Lemminger highlighting an overall net increase in assets of \$98,000, including gifts of \$140,000, and portfolio returns of 6%. Total distributions and grants are \$479,000. The distributions reflect an increase of \$190,000 over 2019, with 75% of that attributable to the Institute. Mr. Lemminger noted variances from the 5% formula in discretionary distributions of the following:

- \$400 additional distribution from the Bill & Nicole Teweles Entertainment Fund
- \$2,700 total distribution from the Phyllis Wagoner Chamber Music Fund
- \$400 additional distribution from the Visual Impairment Fund
- \$171,730 distribution from the General Endowment Fund for the Institute

MOTION: Mr. Miller moved to approve the budget as presented. Ms. Brennan seconded. The motion carried.

New
Business:

Ms. Anderson reminded the Board of the Legacy Society and Top Donor Appreciation Event to be held next Thursday, October 24 from 4:00-5:30pm in the Museum Gallery, and encouraged directors to greet, thank, and visit with those in attendance.

Next Meeting: Friday, January 17, 2020 at 9:30 a.m.

Subsequent 2020 Meeting Dates:

April 17

July 17

October 16

Adjournment: MOTION: With no further business, Ms. Brennan moved to adjourn the meeting at 11:21 a.m.
Mr. Miller seconded. The motion carried.

Respectfully submitted,

[to be signed upon approval at the January 2020 meeting]

Sybil Bell, Foundation Secretary

Resident Council Meeting Minutes Oct. 8, 2019

Chair Jeanne Durnford, Vice Chair Barbara Byer, Secretary Susan Ploetz.

Central Tower Resident Representatives: 2 Greg McCarthy, 3 Anne Luber, 4 Elaine Schueler, 5 Sue Hoaglund, 6 Sue Oster for Moni Hopwood, 7 Mary McAndrews, 8 Jane Ziol, 9 Mary Spyers-Duran for Virginia Brennan.

South Tower Resident Representatives: 5-6 Anne Brooks, 7-8 Wes Schaum, 9-10 Juanita Mast, 13-14 Mary Stefaniak, 15-16 Judith Goetz, 19-20-21 Gene Gilbert for Inez Gilbert.

Council Committee Chairs: Library Rita Rochte, Lifestreams Kent Mayfield, More of our Story Bobbie Schmitt.

SJOL Board Members: Sandy Fedderly, Robert Taylor.

Management: Donna Spars.

Residents: Bonnie Bukolt, Ed Heinecke, Lloyd Lewis, Miriam Reading, Kay Smith.

The Chair called the meeting to order at 3:04.

Guests introduced themselves and were asked if they needed time to talk. Several said they were just curious.

The minutes of the Sept. 10, 2019 meeting were approved as submitted.

Old Business: Greg McCarthy moved that Option 3 of the Reorganization Plan from the Committee on Committees designating seven dimensions of wellness be adopted with the listed committees but not the listed activities/interest groups. The chair clarified the column of activities/interest groups were just examples. Jane Ziol seconded the motion. Discussion involved effective date, system of reporting with additional level, seven new positions, attendance and difficulty in assigning activities/interest groups. The Bylaws Committee has been meeting to work on reflecting the changes. A draft of the proposed changes will be presented at the November Resident Council Meeting with the vote in December or January. The plan should be operational in January/February. Committees and activities are not set in stone but still evolving; categories would have input of chairs. The Chair noted the Environmental Dimension was scheduled for new business, but because of questions about how it might work was brought forward under old business. The information sheet outlined how the Dimension Communication Coordinator, committees and activities/interest groups for that dimension would work. The goal is to have more effective communication and more streamlined sharing of information. If we just grow our current system, the Resident Council would be fifty members reporting. Anyone would still be welcome but more flexibility in reporting means more flexibility in attendance. Committee Chairs with an urgent or timely issue would be welcome to attend the Resident Council Meeting to speak to the issue. It was stated this is an organizational structure that allows for growth and makes communication easier for residents as well as the integration of new residents into community life. The vote was unanimous.

New Business: Susan Mazza and Mary Beth Petersen with staff liaison Lizzie Cook will work with the committees and activities/interest groups in the Environmental Dimension to demonstrate how this will

function. This trial run will help find kinks and their first report will be at the November Council Meeting.

Committee Reports

Dining: Gene Gilbert reported for Chair Cheri McGrath. Melissa Geszvain, the new Director of Dining and Hospitality was introduced. Her resume is impressive. New pastry chef is Cassie Mues; two new servers are Darius Johnson and Haley Robertson. Comment cards were read and discussed.

Facilities: Tom Briscoe submitted his report. The power outages went well; the water shutdown had a problem with hot water in the Central Tower; the gas leak was quickly repaired; window washing is underway.

Health: Anne Brooks reported for Joanne Barndt. The Q & A: Dealing with Ambiguous Loss has been rescheduled to Oct. 16 at 2:30 in the LLCR. The presenter is Miriam Aliencis-Torres of Stowell Associates.

Library: Jack O'Lantern now reminds us how few days are left to prepare for gift giving. Please consider a gift in someone's honor. Wish lists are at the service desks. Watch for announcements for the Saturday meetings of Tech Tips from T. J. Six have been held so far. Two small group presentations are scheduled: John Stewig will share his history in writing and publishing children's books and Cheri Briscoe will present her dramatic three-dimensional art pieces and experience as an artist. Computer data shows circulation of new books is brisk and steady. New, well-known authors are being added this quarter.

LifeStreams: At its September meeting, Donna Spars updated the committee on the search for a Director of LifeStreams. A report from the working group: Supporting Residents-Building Community, Countering Loss, Grief and Isolation, was shared. Continuing its discussion of the Governance proposals now under consideration by the Council, the committee explored the implications of the proposals to create a number of new committees related to the Dimensions of Wellness. The committee has for some years not only provided suggestions and support for "intellectual" programs and presentations at St. John's but has also encouraged the development of programs in areas related to the well-being of residents. At its next meeting, the committee will review next steps recommended by the Council and discuss ways to support the wide variety of programs and activities now available to residents. Suggestions for ongoing programs, as well as comments on current program topics and presenters, especially ways to improve presentations, scheduling, and new speakers are welcome. A report from staff on past and future programs was circulated. Meetings are open to all residents. Meetings are held on the 1st Friday of each month in the Administrative Conference Room at 1:00 p.m.

More of Our Story: The Oct.-Dec. issue was delivered Oct. 3rd. The deadline for the Nov.-Dec. issue is Nov. 15th.

Resident Representative Report: It's been a busy month of activity. Our talented residents and staff are off and running with great programs receiving excellent reviews. Kudos to Rita Rochte who gave a wonderful tour of the Library for the Central Tower 3rd floor and South Tower 17th and 18th floors this summer. John Stewig, a well-known writer of children's books, shared his 35-year career in publishing to the South Tower floors 7 & 8. Coming up very soon is a program by Tom Briscoe where he will share his

experience as a member of the Facilities Committee. For those who need insight into recycling, Sheila Larkin is both knowledgeable and happy to present information as she did for the Central Tower 4 and South Tower floors 15 and 16. And for those wanting information about the North Tower, Luci Klebar, Director of Marketing, gave her insider views to South Tower floors 9 and 10. Eve Lipchik is replacing Richard Lindberg South Tower floors 2, 3, and 4 for the short term.

I'm happy to report that we have a new person in charge of carpet cleaning who does a superb job and will be attending to the carpeting in the community areas very soon. The Dining Committee welcomes and responds to questions and concerns by residents. All are encouraged to complete the response forms as all are read and appreciated.

Resident Representatives are busy scheduling meetings and setting up interesting and informative programs for their floors. If you have something you would like to present, I'll be certain to share your ideas with the Resident Representatives at our next group meeting, scheduled for October 16. Just email or phone me anytime.

Barbara Byer, Vice Chair, Resident Council barbyer@gmail.com 414-831-6879

Management: No follow-ups from Sept. meeting. The list of move-ins will be appended to the minutes.

Question: Will there be a Newcomers Reception for the residents moving in until the end of the year. Sue Hoaglund said a January date was being considered.

Meeting adjourned at 3:45.

Respectfully submitted,

Susan Ploetz, Secretary

Notes for Resident Council

From Donna Spars

October 8, 2019

Move-ins:

Mr. Edward (Ted) and Mrs. Nancy Laitner, **304**, December

Mrs. Susan Huse, **421**, November

Ms. Judy Krelitz, **504**, December

Mrs. Bernice (Bunny) Rossini, **512**, October 11

Ms. Patricia Lidicker, **710**, October 30

Residents not yet moved in:

Mrs. Helen Bechthold, **517**, unknown

Ms. Norma Mitra, **708**, unknown

A note from your Green Committee: If your refrigerator runs continuously, it may need door seals or more. Call either the Central or South Resident Service Desk.

WHAT Canterbury Court Resident Council Meeting Minutes

WHEN October 16th, 2019

WHO	<input checked="" type="checkbox"/> Meighan Bentz, RN Manager	<input checked="" type="checkbox"/> Susan Kopesky, CSW	<input checked="" type="checkbox"/> Kate Mann, MA
	<input checked="" type="checkbox"/> Jennifer Bates, Dining, Peter/chef	<input checked="" type="checkbox"/> Lizzie Cook, HSKG	<input type="checkbox"/> Residents – see attached list

Topic	Discussion/Conclusions	Actions/Recommendations/Follow-up
1. Review of last meeting minutes	September Canterbury Council meeting minutes were reviewed. Discussed upcoming transition to new building in January of 2020. Answered questions from residents regarding move, roommates along with 5 th floor York and nursing oversight.	No changes were suggested. No follow-up needed.
2. (Dining Services) Dietary	Resident commented: "perch continues to have too much breading" Resident commented: "soups are not up to par". Resident commented: "she would like to see more iceberg lettuce; too much spinach and spring green salad. Also commented the carrots are too thin, would like a larger cut". Resident commented: "Pizza crust is white and needs to be cooked longer".	Per Peter: He will continue to look at different perch products to order. Per Peter: He has been working on the menu and new soup recipes will be coming out this Sunday 10/20/19. Per Peter: He will order a different pizza product to ensure a better crust. Per Peter: Lettuce types are mixed up; they do have iceberg, spinach and spring green. They rotate which lettuce is used so there is a variety.
3. Housekeeping	No concerns.	No changes were suggested. No follow-up needed.
4. Nursing	No concerns.	No changes were suggested. No follow-up needed.
5. Environmental Services	No concerns.	No changes were suggested. No follow-up needed.
6. Laundry	Resident commented: "Excellent service". A resident asked for clarification regarding how often laundry is done.	Per Meighan: laundry coincides with shower days. If laundry needs to be done more than once a week, the staff can certainly do that.

7. Lifestreams	Kate reviewed upcoming events.	No changes were suggested. No follow-up needed.
8. Next Meeting	Next resident council meeting: November 13 th , 2019	Agenda: Review minutes from last month. Provide updates on transition regarding upcoming move to new tower in January.

Phyllis Van Wagoner
Audrey Mann
Mary Pollack
Marjorie Polack
Nina Mussomeli
Janis Scherr
Herman John

Ed Heinecke
Paul Birke

WHAT
WHEN

Windsor/Stratford Courts Resident Council Meeting Minutes
October 22, 2019

WHO

<input checked="" type="checkbox"/> Anilisa McDonald, DON	<input checked="" type="checkbox"/> Paul MacSwain, Social Worker	<input checked="" type="checkbox"/> Melissa Geszvain
<input checked="" type="checkbox"/> Jessica Hewitt	<input checked="" type="checkbox"/> Brenda- Volunteer Ombudsman	<input checked="" type="checkbox"/> Nicole Smith
<input checked="" type="checkbox"/> Residents – see attached list	<input checked="" type="checkbox"/> Peter Gohsman	<input type="checkbox"/>

Topic	Discussion/Conclusions	Actions/Recommendations/Follow-up
Nursing	<ul style="list-style-type: none"> • A resident has reported that the new nurse on Windsor named Kristin is excellent. • A resident reports that the 3rd shift staff has been very helpful and attentive to their needs. • A resident reported issues with one of her call light buttons. 	<p>Compliments will be forwarded to nursing staff by DON, Anilisa.</p> <p>A work order has been placed by Paul M. to address this issue.</p>
Dining/Homemaking	<ul style="list-style-type: none"> • A resident has requested that more soup varieties be available during non-meal times. • A resident has requested that hot dogs be available during non-meal times. • A resident has requested fresh donuts for breakfast. • A resident has requested canned prunes in prune juice as an alternative to just plain prune juice or dried prunes. • A resident has requested Jell-O for dessert. • Several residents have reported that the vegetables are sometimes “too hard”. 	<p>Homemakers will be instructed to stock neighborhood kitchens with soups and hotdogs.</p> <p>Requests will be considered in the future.</p> <p>Resident’s feedback will be communicated to the kitchen staff.</p>
Housekeeping	<ul style="list-style-type: none"> • No new issues 	N/A
Laundry	<ul style="list-style-type: none"> • A resident has reported that clean bed pads are not available on the weekends and when they are available they appear stained. 	Feedback will be forwarded to nursing/laundry staff.

Environmental Services	<ul style="list-style-type: none"> An update of the recent construction project was provided. A resident has a question about the size and shape of the rooms and will be provided with a copy of the floor plan. Residents are still very against having double occupancy rooms. 	N/A
Activities	<ul style="list-style-type: none"> Activities schedule was reviewed. Halloween activities will take place next week. 	Residents look forward to the trick or treating with Toddler's on a Mission.
Minutes	Resident council minutes were recorded and submitted by Paul MacSwain	
Next Meeting	The next resident council meeting for the Windsor and Stratford Neighborhoods will take place on November 19, 2019 at 2:00 pm in Windsor Court.	Agenda: <ol style="list-style-type: none"> Review of September meeting minutes. Dining/Homemakers report Housekeeping report Nursing Report Laundry report Environmental Services report Activities report Review of Resident's Rights

Residents in attendance:

Patricia Cepass
Anne Agard
Susan Tannenbaum
Kyoko Morris