

Board of Directors' Meeting Minutes

May 26, 2021

The Board of Directors' of the San Francisco Ladies Protection and Relief Society (the Board) held its' monthly meeting on Wednesday May 26, 2021 in the John Killeen Fitness Center and by Zoom.

Directors Present: Deborah Avakian,Randy Gridley,Tony Hanley,Scott Hindses,Margaret Jacobs and Trish Otstott.

Directors via Zoom: Charles Dicke,Susan Gearey,Dennis Mooradian,Laura Pilz and Laura Wagner.

Directors Excused: David Gruber and Leslie Van Houten

Staff Present: Mary Linde, CEO and Joe Conroy, Controller

Staff Excused: Ken Donnelly, Chief Strategic Officer

Resident Representative: Bernie Burke,Resident Council President

Guest -Agenda item 3:Eric Dowdy, Chief Government Affairs Officer, Leading Age of California

- 1. Call to Order:** Vice Chair Deborah Avakian called the meeting to order at 3:59PM, noting that Chair David Gruber is recovering from surgery.

- 2. Consent Agenda:** The consent Agenda was moved to allow presentation by Eric Dowdy. After the presentation, moved by Trish Otstott, second by Randy Gridley to approve the minutes of the April 28, 2021 Board meeting and the minutes of the May 12, 2021 Pension/401K Plan Committee. The March Financial Reports; Weekly Marketing Occupancy and Inventory Report; President Bernie Burke's Letter to the Board and Frank Rockwood Biography.
- 3. Education RE: Continuing Care Contract Statutes:** Eric Dawdy of Leading Age provided a refresher on key elements of RCFE, including CCRC oversight and including recent important changes. Some of these changes include resident rights and engagement, and repayment of lump sum entrance fee.
- 4. Resident Council Report:** Council President Bernie Burke's report was in the Board packet. Bernie noted that we are trying to rebuild resident committees and we will be holding our first Council meeting since the start of the pandemic on Friday May 28th via Zoom.
- 5. Financial Update:** Joe Conroy reported, as of March 2021, our operating loss exceed budget and revenue was down by all sources. We continue to ensure that all Division Heads have accountability for their budget.
- 6. Strategic Plan:** Randy Gridley stated that we continue with bring Staff up to date regarding the Aging-In-Place model.
- 7. CEO Update:** Mary Linde noted that we are not adhering to CaMP regarding staff breaks and we are going back one year to make adjustments. Supervisors have been updated regarding staff breaks. We are working with Singer Communications as to the best way to communicate with

prospective residents. As a follow up to last months meeting, the committee has begun to review our contracts for updates. We have hired Frank Rockwood to help us master plan upgrades to our public areas. We continue to train staff about Aging-in-Place. In addition we are providing RCFE training to our clinical staff. I have proposed changes to our organization chart (in Board packet). Our water is up to EPA standards. The Francisco apartments will be getting a new boiler. June is Pride month and a Pride flag will be added to our front flag pole.

8. Adjournment: The meeting was adjourned at 5:40PM.

Respectfully submitted,

Tony Hanley, Secretary