

**ANNUAL REPORT**  
**Oct. 1, 2012 – Sept. 30, 2013**

**RESIDENTS**  
**ASSOCIATION**



**COLLINGTON**  
**EPISCOPAL LIFECARE COMMUNITY**  
**A KENDAL AFFILIATE**

**Collington Residents Association**

# Annual Report October 1, 2012 - September 30, 2013

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## **Collington Residents Association**

The Collington Residents Association, Inc. is an incorporated, non-profit organization whose members are all the residents of Collington Episcopal Life Care Community (CELCC). There are no dues.

Purposes of the Association are to:

- Assist in implementation of the Collington philosophy;
- Develop reciprocally sound relationships among residents, Management and the CELCC Board of Directors;
- Represent residents' views to the Board of Directors and Management;
- Participate in an advisory capacity with planning and operation of Collington;
- Speak for the residents on other occasions;
- Organize and perform activities on behalf of all residents; and
- Encourage and assist resident participation in educational, cultural and charitable activities in the outside community.

The Association operates on democratic principles through the Residents Council. The Council has both parliamentary and administrative functions. It is assisted in its legislative activities by District Representatives and House Area Leaders, each of whom represents a specific group of cottages or apartments, and in its administrative functions by a series of committees.

# Executive Committee Annual Reports

## President's Annual Report

Two years ago when I became the Residents Association (RA) president, Collington was very different than it is today. I certainly don't mean that the spirit and essence of Collington has changed. Collington *is* the resident population and that remains strong. What has changed is how we relate to the other forces that affect our lives. Two years ago we were at the end of a period of contract management and a series of interim executive officers. We were putting a new team in place. We were exploring the idea of becoming connected to the Kendal organization. The Board of Directors was undergoing change and at the same time the economy was posing challenges to our operations and marketing efforts. I chose to run for the office of president believing that it was important for the RA to be well represented in the developing relationships with management, the Collington Board, Kendal, and the community we live in. My commitment was to represent the Residents Association aggressively and in a way that would develop working relationships that valued and sought resident involvement.

Over the ensuing two years a capable management team has been created. The Kendal affiliation happened and we have benefited enormously. Collington's Board has refocused its attention on policy rather than management. For the first time the Board has included the Residents Association president as a participant, but not a voting member. This is a very important change. The resident Board members are expected to function as Board members with responsibility to the board. Without a vote, the RA president has no conflict of interest or duty to the Board and is the unfettered voice of residents at the Board level.

My efforts have been to represent the RA interests within this organizational structure. I believe that we have created an atmosphere that involves an awareness of the RA positions and inclusion of the RA in decision-making. Our own Collington management team, our Board of Directors and the Kendal organization are all deeply committed to Collington. But the reality is that there are, at times, issues that arise creating tension. This should never be viewed as troublesome. On the contrary, it is healthy since it demonstrates that we, as an Association, are willing to take action when necessary and that our partners in management are willing to consider our position.

Looking back over the last two years, what are the major accomplishments that I see? The following list is an impressive one. They are not my accomplishments but are the result of the residents acting together, using the strength of common purpose and supported by competent management and organizational strength.

\*Health care delivery at Collington has been reformed and restructured.

- \*The Regatta is once again a yearly event.
- \*Collington Lake is no longer a green, moss covered, eyesore but is a visual treat and source of recreation.
- \*Collington has a useable boat on the lake.
- \*Collington may be the only CCRC with its own Drive-In Movie.
- \*A new activity (Amateur Radio Station) has been instrumental in attracting new residents with an interest in ham radio. The club also functions as an Emergency Communication location for Prince George's County. This benefits the entire community and would be life-saving in case of emergency or natural disaster.
- \*The Hospitality Committee has reinvented itself.
- \*Revised bylaws provide a new selection process for selection of resident board members.
- \*District Representatives now meet regularly with the Executive Committee and management.
- \*We have timely and significant input for the Strategic Planning process.
- \*Collington sponsored a bicycle ride for the Episcopal Bishop of Washington that was highly successful and provided good publicity for Collington.
- \*The RA participated in the yearlong 25th Anniversary Celebration.

This is only a partial list. It is the result of a working and dedicated Residents Association. I do not take the credit for any accomplishments but can claim to have been involved, which was the proper role for me as president. I believe that the Residents Association has shown resolve and commitment during the past two years, especially with marketing. Our new residents are in every way the intellectually curious, hardworking and socially responsible kinds of people that Collington has always attracted. The difference is that they tend to be younger. This will provide energy and talent to lead our Residents Association. Accordingly, I am fully confident that the Residents Association will be in good and capable hands after my term of office. So with that confidence I expect to continue to do all I can to support and strengthen the RA and thereby strengthen Collington. One task, which was placed before the Executive Committee recently, is that of finding a replacement for Mary Ann Pellerin and dealing with other issues that would improve the OO shop. My last act as President is to create a task force to study options and provide recommendations for how the OO shop might be best positioned to serve Collington. This task force will produce recommendations and provide options in the form of alternative business plans. These options should seek to maximize the potential service and income that the OO Shop provides. This task force will meet over the next 6 months at the pleasure of the new Collington RA President.

And finally, as I stood in the auditorium two years ago asking for your vote, I was asked what I would do about the sound system. I announced that it would be my number one priority. It was and it will continue to be. What we have accomplished is to get the most out of what we have. In some cases that meant reclaiming equipment that had been taken out of service and needed repair. Some components were not working or were not working properly. We now have everything balanced

as well as it can be. The sound is loud enough and broadly covers the entire auditorium. However, it is a large hall and some reverberation makes it hard to understand speech on some occasions. This effect is exaggerated in the back rows. Fortunately there is a solution for those who still have trouble. After considering options for a hearing augmentation system, an inductive loop has been installed in the auditorium and the existing FM system has been fully set up. This gives maximum flexibility for anyone with a hearing aid or who chooses to use a receiver and headphones. Using the loop or FM receiver will produce very clear speech. The auditorium FM system has been fully set up and can be used with receivers or with inductive loops worn around the neck, which plug in to an FM receiver. A wireless microphone was relocated from the auditorium to the Chapel to correct the spotty coverage. Work on our sound system will be never ending.

I have listed many of the accomplishments of the Resident Association. They belong to us all. But, few would have been realized without the support, assistance and guidance from the Executive Committee. Janet Jones, the late Robert Chessler, Jackie Smith, Kay Aldrich and Joan Zorza have all served me with dedication, perseverance and (fortunately) a sense of humor. My special thanks to them.

## **First Vice President's Annual Report**

The First Vice President (FVP) is responsible for the planning activities of the Association and for liaison with the chairs of the Operating Committees. Planning is the function of the Planning Committee, which is comprised of the chairs of the Operating Committees and others deemed appropriate by the FVP.

### ***Planning***

Planning was initiated through the Charette held 2012/10/16-17. Participants included Collington staff and residents, Kendal staff, and engineers and architects contracted to develop a Master Planning Design. Objectives of The Design were identified first through focus groups of residents as follows: more space and better equipment for fitness; more variety in dining venues; larger kitchens, better appliances, and more storage space in housing; improved and expanded beauty shop. The consultants further identified the following targets: poor use of landscaping; underutilized space; poor security entrance and pool area; poor lighting. Detailed discussion and design development over two days fed into the work of the Strategic Planning Committee, which was comprised of Collington staff and residents and Kendal staff.

In late November of 2012 the President of the RA circulated a Draft Strategic Plan and requested reaction from the residents by early December. Accordingly, the FVP distributed requests for information from all Districts and Operating Committees. She summarized the results for the Planning Committee, which met on December 19 to draft a response. The Committee met again on January 11, 2013 to critique the first draft. A second draft was circulated to the Planning Committee on January 14. After further

review, the "Residents Response to the Draft Strategic Plan" was sent to the Executive Committee on January 18. A copy of this report is available in the library.

In this endeavor it was vital to have serious and comprehensive comment from across the community to provide credibility. It was also essential that the many differing views be synthesized into a coherent document. The community responded far beyond average expectations and should be proud of their performance. The Planning Committee was essential in its function of shaping the final response, which it did through thoughtful and thorough discussion. Kudos all around for a job well done.

### ***Other Activities***

District Representatives. The FVP organized and helped the President set the agenda for four dinner meetings of the Executive Committee with the District Representatives. The meetings served to alert the Representatives to upcoming issues and to solicit their opinions.

Marketing Committee. The Secretary of the Marketing Committee requested that the Executive Committee assist the Marketing Committee with responding to the unexpected resignation in the spring of the Chair. Accordingly the FVP met with Nominating Committee and assisted with framing the terms of election and selecting a candidate who was affirmed as new Chair at a subsequent meeting of the Marketing Committee.

Hospitality Committee. After a year of heroic efforts, the Hospitality Committee dissolved itself, requesting reorganization and revitalization. The FVP assisted in giving the Hospitality Committee a permanent organizational home as a subcommittee of the Dining Services Committee and in recruiting a nucleus of residents to facilitate reorganization. The Hospitality Committee is now fully functional and actively planning events for the coming year. Many thanks are owed to Kay Laughton, the past Chair of the Committee.

Beginning March 14, 2013, and ending April 2, 2013, Collington went through two periods of lockdown to combat a highly contagious virus. The FVP participated in a survey of residents by the Executive Committee to see how they were coping with the resulting isolation and lack of service in the dining room. The District Representatives conducted the survey and the Secretary reported on the results (see report below). From these results we were able to assure each other and the administration that the plans to cope with this situation were generally well designed and well executed. Residents were especially appreciative of the extraordinary performance of the Dining Services staff. Yet some helpful suggestions were made, in the event Collington has to go through another lockdown.

Space. Many thorny problems with lack of and poor use of space continued to occupy the attention of the Executive Committee.

- *Fitness Program.* The Fitness Program is crippled by lack of space. The most pressing need is to enlarge and modernize a unified space for showers, sinks,



toilets, and dressing cubicles to accommodate both users of the pool and of the gym. Secondary needs include more space for the gym and for an exercise studio. These issues were addressed in the Charette, but no progress has been made in this period.

- *Meditation.* One responsibility of the Residents Association is to make visible needs that tend to go unnoticed by staff and residents. Visitors to the Health Center often need a space in which to be quiet and reflect, particularly before returning to their usual routine. A small, quiet room near the Health Center is needed for this purpose.

Personnel. The Administration has sole responsibility for personnel matters. However, the Administration and the Executive Committee are cooperating on interviewing candidates for senior staff positions.

## **Interim Second Vice President Annual Report**

I was appointed Interim Second Vice President in February, 2013, following the unfortunate death of Bob Chessler, who will always be missed.

Even as a fairly new resident at Collington, I became involved in several activity groups at Collington, such as the Black History Celebration Group, which has consistently produced a notable variety of programs during the month of February; the Know Your Neighbor Program, which continues to bring us presentations from neighbors, new and not so new, using increasingly advanced state of the art audio/visual equipment; and the Community Outreach Program, that continues to amaze with the level of support, caring and sharing with the community outside of Collington. From the children who are mentored at Kettering Elementary School, who always show their appreciation, to the hats that are knitted for the less fortunate, to the sandwiches that are prepared with care by volunteers from the independent living units and the Arbor and given to the needy, to the packages prepared and distributed at the beginning of the school year and Christmas, the outreach program continues to show that it works.

As chair of the Garden Committee, I discovered that it involved more than just growing the biggest tomato or the most prized zinnia (although that does count), but that there is an interconnection with the other activity committees as well. One example is the annual spring ritual that we eagerly look forward to at Collington -- the potting and selling of trays of annual plants to residents. We plan this as a team activity, and each pot is planted with care before it is offered for sale in May. A sizable amount of the money raised is then given back to the Residents Association to seed and maintain other activities of interest to residents. It was good to see things come full circle, especially after attending other activity committees and seeing the hard work and dedication of the

members to make their plans successful and keep everyone interested and involved as indicated in their annual reports.

**Annual Report For Fiscal Year 2013**  
**Residents Association Finance Committee**  
**Kay Aldrich, Treasurer**

The Association maintains a fiscal year ending in March in keeping with Collington's fiscal year and a membership year ending September 30. This report covers our fiscal year ending March 31, 2013. The fiscal year's tax return was filed by August 15 as required.

The Operating Budget for the year was \$42,750 and we finished the year with \$47 of Revenue less Expenditures.

Significant off budget balances include:

Funds donated to various activity committees	<b>\$46,656</b>
Balance of original start up grant	<b>14,254</b>
Restricted funds	<b>10,806</b>
Contingency fund	<b>8,618</b>
<b>TOTAL</b>	<b>\$80,334</b>

Resident contributions, added to a balance from Fiscal Year 2013, provided \$132,902 for a yearly distribution to our employees in appreciation for their services.

A generous contribution from a resident was used to contribute to Collington for improvements to the Pet Park and for the purchase of a camera to be used by Collington residents and staff for recording events in the auditorium and other activities.

Residents also contributed sums to the Outreach Committee to be used for its community activities. (See Outreach Committee Report)

**RESIDENT ENDOWMENT FUND**

This Fund originated in Fiscal Year 2000 to provide future support for Resident Activities if income from the Opportunities Outlet should decrease. The Fund grows by donations from the Opportunity Outlet, fundraisers, and gifts from residents and friends. The funds are invested and monitored by the Finance Committee. As originally specified, only earnings can be withdrawn from the Endowment Fund unless specifically authorized by the Residents Council. Activity in the Fund is reported quarterly. On March 31, 2013, the Fund assets totaled \$729,778, an increase of \$70,216 over the prior year.

Ted Hawkins, Louise Huddleston, Jessie Colson, Ken Burton, Dolores Lewis and Kay Aldrich, Chair, comprise the Finance Committee.

**See next page for Balance Sheet.**

**COLLINGTON RESIDENTS ASSOCIATION, INC.**

**Balance Sheet**

As of March 31, 2012

March 31, 2012

**ASSETS**

Current Assets

Checking/Savings

100 · BB&T - Operating	18,829.28
101 · BB&T - Endowment	1,024.23
102 · BB&T - Money Market	69,966.55
103 · Fidelity Cash Reserves	<u>7,738.88</u>

Total Checking/Savings 97,558.97

Total Current Assets 97,558.97

Other Assets

150 · Western Asset Money Funds	6,073.22
152 · Royce Fund	64,266.34
166 · Banco Pop de Puerto R	75,117.00
170 · Vanguard Prime Money Market	40,391.02
171 · Vanguard GNMA Fund	35,451.17
172 · Vanguard Intermediate Team	116,587.23
173 · Vanguard MIDCAP Index	19,897.54
174 · Vanguard Extended Market Index	124,501.41
175 · Vanguard Largo Cap Index Fund A	<u>176,253.14</u>

Total Other Assets 658,538.07

**TOTAL ASSETS**

**\$756,097.01**

**LIABILITIES & EQUITY**

Equity

300 · Opening Bal Equity	
301 · General Unrestricted Funds	61,109.60
302 · Endowment Fund	659,562.30
303 · Lally Fund	10,805.75
304 · Office Equipment/Contingency	<u>9,818.10</u>

Total 300 · Opening Bal Equity 741,295.75

390 · Excess of Revenues over Expenses -26,996.91

Net Income 41,798.17

Total Equity 756,097.01

**TOTAL LIABILITIES & EQUITY**

**\$756,097.01**

# **Secretary's Annual Report**

## **Collington Residents Association Minutes of the Annual Meeting October 5, 2012**

President Grant Bagley called the annual meeting to order at 1:30 PM. A count of the residents present exceeded the required quorum of 80 residents.

The agenda was approved.

President Bagley gave a brief report. He recalled that he had reviewed the State of Collington at the recent Community Meeting. He noted that over the past year the Collington residents, through the Collington Residents Association, have established their identity in the face of the Kendal affiliation, new managers, and the new Collington Board of Directors. Collington residents are a unique blend of people. He cited that the Residents Association has been strengthened over the last year with increased participation of District leaders and management liaisons. He also cited the changes in the clinic, changes reflecting a prolonged consensus building to identify the changes important to residents. He noted that the sound system in the auditorium is better but that significant additional improvements can be made over the next year. He urged residents to step up and become involved in the committees of the Residents Association noting that when residents work together to present well thought out positions to management, management responds favorably.

With the chair of the Elections Committee recovering in the Shenandoah unit, Chris Cobb, secretary of the Nominating Committee presented the unopposed slate of officers for 2012-2013:

President: Grant Bagley  
First Vice President: Janet Jones  
Second Vice President: Bob Chessler  
Secretary: Joan Zorza  
Treasurer: Kay Aldrich

It was moved, seconded, and unanimously carried to accept the slate.

The officers each gave brief remarks accepting their duties.

President Bagley thanked the outgoing officers: Julia Freeman, First Vice President; Peter Pfund, Second Vice President; and Elizabeth Cook and Suzanne Embry as secretary. The role of Julia Lacy as office manager was also acknowledged.

The Annual Report of the Residents Association 2011-2012 was distributed at the close of the meeting.

The meeting was adjourned at 2 PM.

Respectfully submitted,  
Elizabeth Cook, Secretary

**COLLINGTON RESIDENTS ASSOCIATION**  
**Minutes of the Council and General Meeting --- February 19, 2013**

**FIRST VICE PRESIDENT:** Janet Jones noted that Grant Bagley regretted his absence and that he thanked Robert Chessler, who died unexpectedly. Janet followed with an appreciation of Robert Chessler as follows:

*Bob Chessler came to Collington about three years ago, a few weeks after I did. We were neighbors on the first floor of the apartment house. My respect, admiration, and fondness for him only have grown since that time.*

*Bob was a serious person with a sense of humor. He never laughed at others but found it easy to laugh at himself.*

*He lived as if he had come under the influence of a purveyor of impossibly high standards at an impressionable age and believed every word. His main guide seemed to be a code of personal responsibility. He was honest and stood behind what he said. He could be counted on. He treated others with respect and forbearance.*

*As an officer of the Residents Association, he worked patiently and persistently on difficult tasks with some success. The organization will miss his dedication and his moral example. We can honor him by keeping that example in mind.*

**Vacancy of the position of the Second Vice President.** The nominating committee met to consider filling the remainder of the term of the Second Vice President, and recommends Jackie Smith, who has agreed to serve if elected. Joan Zorza moved that she be approved by acclamation, and she was unanimously elected.

**Temporary Adjournment.** The RA Council Meeting was temporarily adjourned at 1:44 PM.

**General Meeting Convened.** There was a Motion, which was accepted at 1:45 PM, to convene a General Meeting of the Residents Association to vote on the following proposed Bylaws Amendment, which Janet read aloud:

The month of JUNE is to be changed to MARCH in the following Articles of the Residents Association Bylaws:

1. Article VIII – Elections, Section 4, Nomination of Resident Members to Serve on the Collington Board of Directors, Item c:  
In ~~June~~ March, all residents may cast votes by ballot in support of one or more of those proposed to serve on the Board. and
2. Article IX. Meetings, Section 1. General Membership Meetings, Item b:  
A membership meeting shall be held annually in ~~June~~ March for the purpose of nominating residents to serve on the Collington Board of Directors and to consider any other topics set forth in the meeting notice.

Seventy-four members were present. The change was voted on and approved with no opposition.

Enough residents arrived late to make a quorum, and they also voted without opposition to approve this amendment.

**General Meeting Adjourned.** It was moved and seconded that we adjourn the General Meeting, and it was adjourned at 1:59 PM.

Respectfully submitted,  
Joan Zorza, Secretary

## **Feedback from Lockdown Survey by Residents Association**

**About the Survey:** The Residents Association Executive Committee met on March 27, 2013 and decided to survey residents through District Representatives and Cluster Leaders to learn what was working well and what, if anything, was causing hardship for residents during the lockdowns caused by the gastrointestinal (GI) illness at Collington. Some District and Cluster leaders did very thorough surveys, and others were less thorough or got less useful feedback. The Creighton Center had no district representative, so its direct input is largely missing. Special thanks go to Margaret Bagley and Sheila Given for their extremely thorough feedback from their respective clusters, both in the 5000 District.

**Much Praise:** Many residents complimented the job that was being done, and almost all were very appreciative of the efforts by staff to make this an easier time, that deliveries were generally very good, and that staff had been very cheerful, responsive and helpful. Almost all residents appreciated the communications about the situation, whether by robo phone call, written notice or over our TV channels. Some mentioned that when asked, staff met many particular needs, from helping them get their medicines, to even getting a bottle of wine (personally delivered by Eli). One District representative noted, “It was a

good call to have the calm guidance of Marvell [Adams] particularly [noting we are] not the only ones effected [by this bug] and urging residents to take responsibility for keeping their spirits up during isolation. We're used to Karen Cheney's reassurance even when it has produced a groan over yet another day of closure, and even if we know it's for our safety. A chatty phone call about other topics than ourselves, always cuts through the pity party syndrome."

Notwithstanding the praise a number of reservations were made and issues addressed with suggestions of what could have been done better, particularly regarding how much was communicated to residents by staff. Here is a summary of what was said.

**Communication Problems:** Although residents generally thought that phone, paper and telephone notification had been more than adequate, and especially liked the paper notes brought to our doors, a few found additional updates less than adequate. Most complaints, however, centered around the need for better communication.

**Medical Issues:** Residents really wanted to know much more about the GI bug, e.g., how many people were sick each day and how many new cases there were (and for both of these, how many were staff, how many lived in apartments, how many in cottages, and how many were in the Creighton Center). A number thought the medical director or Health Center Administrator should have gone on TV each day to discuss what was going on medically. Most said they would have found it very useful to know how long the bug tends to last, and especially what they should do for it. Several suggested a daily call-in time to the medical director (which would not even require the medical director to be on campus). Some noted that this could have been televised. Several residents said that the Wellness Center staff was not proactive enough about assessing symptoms, their severity, and likely resultant needs. They should have always asked, "Do you need someone to bring you fluids or are you able to come and get them?" "How high is your fever?" etc.

**Meals:** Several people mentioned that there should have been a special menu with foods that digest and reheat well, are lower in fat (a few said this is often a problem for them, even at other times). There should be a **sickness menu** that is **always available**, with things like jello, clear broth, rice, ginger ale, yogurt, and applesauce. (Some residents discovered that some of these items were available, if requested, but that it was only by chance that they learned about them – again, a communication problem.) A few people mentioned the lack of fresh fruit except for bananas. Others complained about the lack of fresh salad, at least as on the menu. At least two residents questioned the advice to take guests visiting for Easter off campus to eat, fearing that this would only increase their (and ultimately other residents') exposure to the GI bug.

**Housekeeping:** Some felt that there should have been more attention to housekeeping in the cottages. When housekeeping requests were made to staff, there usually was a prompt, helpful response. Over time, clean sheets and towels were finally being delivered, and residents appreciated this. People needing help changing beds got it from

staff. Many residents did not have housekeeping for over a month (some claimed as long as 6-8 weeks), and worried that this could not be healthy.

**List Serve:** Several people thought all residents should be offered email addresses if they don't already have them, and be put on a listserv, if desired, for better communication, both about what is happening and to feel better connected to other residents. Several people mentioned how they became quite depressed being cut off from people and wanted more contact. It was acknowledged that this must have been much more of a problem for those in the Creighton Center, who were not allowed to leave their rooms or have visitors.

**TV Channels:** Several mentioned that much more could and should have been done to increase personal contact. E.g., there could have been regular broadcasts once or twice a day from key staff on our TV channel. Some noted that there was no reason that some of the exercise classes couldn't have been conducted over our TV channels as a way to keep fit and maintain contact. Several residents noted severe physical declines as a result of missing many weeks of exercise classes.

**Pets:** A few pet owners without cars mentioned trouble getting pet food. Some found neighbors or relatives with cars willing to get it or otherwise help out. At least some found it could be ordered by phone, email, or on-line. Perhaps the Country Store should carry cat and dog food. One resident said she ate only a little, so had enough dinner leftovers to share with her cat.

**Physical Therapy:** A few of residents, speaking for themselves or on behalf of spouses recovering from surgery or injuries, noted that their progress was considerably impeded by the break in physical therapy, and wondered if there could have been some better way to handle this situation. Perhaps people could have had been given written instructions with suggested exercises.

**Medications:** Several people noted with appreciation the help they got in obtaining their medications. Others were left to their own devices, or only learned from others that the Wellness Center would help with this. Again, this was a communication problem. Some residents reported having trouble obtaining hearing aid batteries.

**In Conclusion:** Residents thought that the flu shutdown was well handled but wished they could have been given more input sooner, which might have alleviated some of the problems. Some suggested a meeting after Collington reopens to learn from our experience and to develop better protocols for future emergencies. One resident suggested that this memo and anything that we later learn be shared with other Kendal communities.

Respectfully submitted,  
Joan Zorza, Secretary



## Opportunities Outlet Annual Report

### THE OPPORTUNITIES OUTLET FUNCTION

**Steering Committee:** RoAnne Hartfield, Ria Hawkins, Evelyn Kellman, Lillian Langford, Gertrude Mitchell, Treasurer, and Mary Ann Pellerin, Coordinator

#### **Mission or Goals:**

- to serve residents and staff disposing of and securing good, used items
- to support Marketing by inviting guests to visit the shop
- to assist the Interiors Committee by providing items that can be used in offices and grounds keeping and furnishing of public rooms and guest units
- to provide the primary source of funding for operation of the Residents Association and its Operating and Activity Committees
- to serve as a clearinghouse through donations of surplus items to charitable entities such as “Warm Nights”, The Salvation Army, Prince George’s County Schools, Habitat for Humanity and Mission of Love.

#### **Record of Progress:**

A. **Spaciously:** Now that we are able to display larger furniture items, we would appreciate a call to x2266, or x7269 **BEFORE** large furniture items are deposited outside the shop. **However we lack easy access to water facilities.**

B. **Operationally:** The Opportunities Outlet maintains three functions:

#### 1. **The "OO" Shop** - Managed by Mary Ann Pellerin

Found below the clinic, this thrift shop provides clothing, household items, small furniture, office supplies, greeting cards and myriad other items for sale. Usual "OO" hours are on Fridays from 2:30 until 4:30. Special sales are announced through posters, **Channels 972 and 995**, and the weekly *Courier*. Small, donated items can be brought to the shop and deposited just outside the door. For security purposes, items can be brought to the shop on Wednesdays from 10:00 until Noon, and on Fridays

when the “OO” is open.

Besides assisting with sales, Lillian Langford, Ada Gilmore and Mildred Wyckoff sort, price and display clothing. Aline Grayson posts notices when necessary. Gertrude Mitchell serves as Treasurer and Salesperson. Ria Hawkins serves as a Salesperson and Sorter on fifth Fridays. Mary Ellen Hines serves as a salesperson on Fridays, and sorter of cards. Evelyn Kellman shares her former thrift shop expertise by accepting and distributing donations.

## 2. Glass Cases Sales - Managed by RoAnne Hartfield

Located on the Second and Third Floors, Glass Cases display items that are carefully cleaned, polished and handled, such as: fine jewelry, pottery, silver objects, knick knacks, crystal and other choice ware. Purchases are made on an individual basis by appointment.

We are pleased to welcome Claire Penn’s joining Margaret Bagley, Jessie Colson, Sheila Givan, and RoAnne Hartfield in keeping our Glass Case Displays and sales on-going.

## 3. Transition Sales - Managed by Ria Hawkins and Mary Ann Pellerin.

When Residents or Heirs need assistance in clearing out units, Transition Teams perform the task. Furniture and other items left behind are usually sold from the unit. A total of thirteen (13) transitions, took place from August 2012 through July 2013. In addition, eleven (11) residents requested assistance in down-sizing their unit.

This was an exceptional year. but thanks to Ada Gilmore, Marion Haaser, JoAnn Harvard, Tiida King, John Lees, Peg Morrill, Donald Overton, Luann Vaky and Mildred Wyckoff, along with the Steering Committee, the overwhelming task was financially accomplished as seen in Part C. below.

### C. Financially:

#### TREASURER'S REPORT August 2012 through July 2013 (\$)

	Aug-Oct	Nov-Jan	Feb-Apr	May-Jul	Total
OO Shop	1,705	1,738	1,329	2,831	7,604
Glass Cases	1,063	1,616	1,126	1,491	5,296
Transitions	1,688	4,374	9,598	748	16,408
Totals	4,456	7,728	12,054	5,070	29,308

## **Challenges:**

**A. Finding Volunteer Workers:** Operating a thrift shop, maintaining glass case displays, and assisting with transitions requires the help of many residents. We are grateful to those named in this report. However, on some occasions we are overwhelmed with the deposits of donated goods, and we need more willing people to volunteer on a **SHORT TERM** basis. Many are “sit down jobs” - cleaning and polishing items, sorting clothing, pricing, packing, unpacking, and shelving items, and helping at the sales counter. It’s time for an Assistant Coordinator, as well. We are all aging, (need I write ailing?), in place.

**B. Keeping Up Appearances:** Nearby access to water is essential! In the future we’d like to expand our hours and be “there” when gently used, donated goods are deposited. We are always ready to receive the more valued items such as jewelry and fine items for the glass cases.

**C. Again we must emphasize that the “OO” is not a dumping place for things that are damaged, cracked, broken or with parts missing, and NO BOOKS, please.**

**D. We should be contacted prior to residents making out work orders for deliveries of large furniture items to be deposited outside the “OO”.**

**E. Most importantly, we remind all Residents that moving furniture is not part of Collington Staff’s Job Descriptions. “OO” Resident Volunteers should not be expected to be furniture movers either. We suggest that “Busy Buddies” may be of help to you - 301-809-5802 or 703-422-0797. They’ll even remove books!**

**Respectfully submitted, Mary Ann Pellerin**

**In Memory of: Tom Aldrich, Sarah Demetrovitz, and Art Longacre**

## **Operating Committees**

### **Purposes and Responsibilities**

The Operating Committees are: Buildings Committee, Dining Services Committee, Fiscal Review Committee, Grounds Committee, Health Services Committee, and Marketing Committee. These committees each have a major responsibility to advise and interface with Management ((department heads) and corresponding Board committees on a specific area of Collington operations, in addition to their various other responsibilities.

Each Committee Shall:

- A. Select a chair annually.
- B. Select a secretary annually.
- C. Furnish three quarterly reports and one annual report to the Residents Council.
- D. Each Operating Committee chair shall meet with the Executive Committee as requested to report on activities and plans

## **Operating Committees Annual Reports**

### **Buildings Committee Annual Report**

Buildings Committee Chairman: Curt Bury; Secretary: Irene Wood

Missions: The Buildings Committee consists of three teams and the Interiors Group:

- Security subcommittee – Julia Freeman, chair – concerned with the security of Collington residents on and off campus, in particular robberies at residences.
- Property team– works with Collington staff directors on matters concerning Collington facilities/equipment, new construction/environmental services.
- Green Collington – Jeremy Gorman, chair – concerned with ways for Collington to save power, heating/cooling expenses, taking advantage of alternate energy solutions
- Interiors Group – Anne Stone, chair – concerns itself with the appearance, and to some extent the comfort and convenience, of the public spaces at Collington, including the apartment building corridors and sitting areas.
- Worked with Administration on occasional reports of pilferage / robberies. New instructions published asking residents to always lock their doors, including car doors.
- Developed requirements for “hearing loop” installation to assist residents who have hearing difficulties, assisted planning for installation/use in Auditorium,

Sept. 2013

- Continued planning for Wi-Fi introduction for internet/email – now in operation
- Planned for Fire Safety presentation to residents, published in Courier.
- Identified needs for modernized phone system and improved public toilet conditions
- Identified needs for better control/use of Audio Visual equipment, incl. mikes/camera

**Record of Progress:**

- Assisted planning for Hearing Loop installation in Auditorium, September 2013
- Continued prioritization of the list of conditions in the buildings and grounds of Collington
- Continued with Collington Administration on work plans to address them. New work order system being installed to address work order status and follow-up.
- Published 6-months Capital Improvements Plan addressing many of these needs.
- Participated in organization of joint administration/resident AV team
- Green Collington organized and underway
- See separate report from Interiors Group following this report

**Challenges:**

- Insuring success of new “Hearing Loop” technology installation in Auditorium
- Complete plans for joint A/V team – place in operation
- Completion of Wi-Fi upgrades for those where signal is still too weak.
- Continuing support of energy-efficiency improvement plans after Maryland Energy Administration review and report. Take advantage of new loan funding available.

**Membership:**

<b><u>NAME:</u></b>	<b><u>Security</u></b>	<b><u>Property</u></b>	<b><u>Green</u></b>
Curt Bury (Chair)	√	√	√
Philip Corfman		√	√
Joe Fromm	√		
Jeremy Gorman			√
Clyde Griffen		√	
Connie Grisard		√	
Larry Harris			√
Ted Hawkins	√		
Margot Starr Kernan	√	√	
Julia Lacy	√	√	
Curtis Langford		√	√
Dolores Lewis	√	√	
Ron McPherson		√	
Murray Newman			√
Mary Olmsted	√	√	
Peter Pfund			√
Berl Plyler		√	
Easton Pool	√	√	

Irene Wood (Sec'y.)  
Virginia Yager

√

**Other Attendees:** Janet Jones, Grant Bagley, Julia Freeman, David Deel, Dwindle Robinson, Kevin Seawright, Marvell Adams

Curt Bury, Chairman, August 14th, 2013

## Interiors Group Annual Report

*Chair:* Anne Stone; *Current Active Members:* Jeanne Barnett (*leader of Display Cases team*), Jeanne Gart (*vice-chair and secretary*), Ron Hawkins, Helen Lauck, Maja Keech, and Kate Richie. *Consulting members:* Bob Elkin, Elisabeth FitzHugh, Tilda King, Caryl Marsh, Nancy McGhee, and Luann Vaky.

***Mission statement (condensed):*** Part of the Buildings Committee, the Group concerns itself with the appearance—and to some extent the comfort and convenience—of the public spaces at Collington, including apartment building corridors and sitting areas, and Health Center corridors and public spaces. Responsible for the displays in the Clocktower cases and in Auditorium and Library corridors. Assesses utility and suitability of objects offered as gifts to Collington. Works with the Administration to enhance functional and aesthetic condition of interior common areas.

*A major focus* for the group this year has been working with the Administration and the RLPS designers to select the finishing materials—such as floor coverings, wall coverings and paint, some upholstered furniture, etc.—for three major areas to be refurbished as the funds become available: the Auditorium, renovation of which is now underway; the Security lobby and adjacent restrooms and one corridor of the apartment building. A team of four IG members met frequently with RLPS (once driving to meet at RLPS headquarters in Lancaster, PA) and the Administration to review the possibilities and make recommendations, all of which have been accepted. The IG also worked with the Administration on the aesthetics of the (accomplished) refurbishment of the beauty parlor, now re-named “Salon 2226,” and advised Eli Ayoub and Dwindle Robinson on several esthetic improvements to the Ivy Room, also accomplished. The IG has proposed to the Administration several steps to improve the attractiveness of the Chesapeake Dining Room and hopes they will be adopted.

***Other activities included:***

\*Mounting or facilitating exhibits in the Clocktower display cases, to wit: “Toys and Playthings,” the Black History Group’s “Historic African American Colleges,” “Glorious Eggshells: The Artistry of Marion Haaser,” and “Giraffes Galore.” An exhibit of teapots is planned for this fall.

\*Arranging/hanging several exhibits in the Library or Auditorium corridors, namely: posters, Antarctic wildlife, and Charles Casto’s paintings, and assisting the Black History Group with labeling for its exhibit. An exhibit of Diana

Kalmus's paintings will shortly go up in the Auditorium corridor; an exhibit of drawings is planned for the Library corridor in September.

\*Hanging pictures and placing small decorative accessories to the public restrooms.

\*Selecting and hanging pictures in various public areas.

\*Almost daily rearranging (or asking Housekeeping to rearrange) dis-arranged furnishings, straightening pictures, and generally tidying up; putting in work orders for cleaning and repairs needed in public areas.

\*"Vetting" a number of proposed gifts to Collington with an eye to their appeal and suitability for placement in public areas.

\*Periodically updating the map and the map book and keeping the wall of photos of Collingtonians with heads of state current.

*Challenges* include the unsatisfactory design of the Clocktower display case windows and the equally unsatisfactory lighting in the cases.

*Appreciation:* The Group once again wishes to express its appreciation for the cooperation we enjoy from the Administration, particularly Marvell Adams, Kevin Seawright, Dwindle Robinson, and Karen Cheney, and for the sterling contributions of the Woodshop crew in making repairs to Collington's furnishings

## **Dining Services Committee Annual Report**

### **Members:**

Barbara Bailar

Karen Bishop

Elizabeth Corbin

Blanche Cosgrove

**Sheila Givan, Chair**

Phyllis Herndon

Paul Houts

Julia Lacy

Joy Liasson

Pauline Matheo

**Deborah McKnight, Co-chair**

Mary Olmsted

Easton Pool

Pat Pritz

Margot Rund

Herb Stone

Luann Vaky

Peter Wilson

Eva Yale

### **Mission:**

- Seek nutritious, pleasing, varied and interesting meals for residents.
- Provide meals in a friendly and gracious environment with competent and courteous service.
- Provide a menu to enable residents to plan and eat well-balanced meals, with consideration for medical and personal variations.

**Activities:**

- Monthly meetings with Eli Ayoub, Dining Services Director to review the challenges, services and plans for the dining room.
- Monthly follow-up of previous suggestions.
- Discussions with Eli to create a new, interesting, healthful menu.
- Visited wine vineyards in Maryland and selected house wines for Collington.
- Restricted private duty aides from removing food, and instituted a policy of dining servers filling the take-out containers for the residents being served.
- Will be soliciting more resident feedback in the coming year.

Submitted by Sheila Givan, Chair

## **Hospitality Subcommittee Annual Report**

Katherine Laughton chaired the Hospitality Committee for several years as an Activity Committee, single handedly carrying the responsibility with only a few volunteers. At her request, the committee has now become a Subcommittee of the Dining Services Committee. She no longer wishes to Chair it. It is taking about 10-15 residents to take Kay's place. Collington owes Kay much gratitude and many thanks for her wonderful service to make Collington a better place to live.

On June 17, 2013, Maja Keech called a meeting to set up the newly organized Subcommittee of the Dining Committee. Joe Howard was named Chair of the Subcommittee; Nancy Wilson, Secretary; and Irene Wood, Treasurer. Other members are: Jeanne Barnett, Eloise Branche, Ursula Dunn, Phyllis Herndon, Maja Keech, Jane Kempster, Pat King, Frances Kolarek (Consultant), Helen Lauck, Kay Laughton, Jackie Smith, and Janyce Watt.

### **Activities completed between October 1, 2012 – September 30, 2013:**

Halloween for residents and staff  
Veterans' Day  
Christmas Party  
Christmas Breakfast  
New Year's Eve  
Mardi Gras for residents and staff  
St. Patrick's Day – Canceled because of lockdown  
Labor Day (September 2) – In preparation

### **Activities being planned for October 1, 2013 - September 30, 2014:**

Halloween for residents and staff (October 26)  
Veterans' Day (November 11)



Christmas Party (December 18)  
Christmas Eve (December 24)  
Christmas Breakfast (December 25)  
New Year's Eve (December 31)  
Mardi Gras for residents and staff (March 4)  
St. Patrick's Day (March 17)  
Passover (March)  
Preakness (May 17)  
Spring into Summer (4 days around July 4)  
Labor Day (September 1)

Submitted by Joe Howard, Chair of Hospitality Subcommittee

## **Fiscal Review Committee Annual Report**

The Committee elected the following officers for this fiscal year:

Ken Burton, Chair  
Jackie Smith, Secretary

The following residents are members of the Committee or others who attend meetings regularly: Kay Aldrich, Pat Battin, Ken Burton, Joan Clark, Suzanne Embree, Julia Freeman, RoAnne Hartfield, Edward (Ted) Hawkins, Joan Hult, Arnold Klick, Julia Lacy, Louise Huddleston, Mary Olmsted, Vic James, Will Marsh, Easton Pool, Jackie Smith, Steve Streeter, Luann Vaky.

The strong relationship between the Committee and Amy Harrison, Collington's Chief Financial Officer, continued to develop. Amy worked closely with the Committee as we reviewed Collington's financial position at our monthly meetings and discussed other issues as they arose. In addition, Amy, at the Committee's request, began preparing and sharing with the Committee some additional financial reports. Amy had routinely shared, on a monthly basis, Collington's Balance Sheet, Statement of Operations (income and expense report) and Cash Flow report. She also makes available quarterly the following reports: meal statistics, occupancy, and covenant status. These are helpful in gaining a more detailed understanding of the community's financial position.

The CELCC budget process for FY 2014, which began on 4/1/2013, presented the greatest challenge of the Committee's year. We were not comfortable with the limited information provided to the Committee as the process progressed and were taken by surprise by the way in which the monthly fee increases were structured. Extensive conversation with Amy and Marvell Adams after the fact did leave us with a sense that our concerns

were understood. We look forward to fuller participation by the Committee in the FY 2015 process.

The Committee noted with satisfaction that CELCC was continuing to make a major effort to become more current regarding the refund of entrance fees of former residents. We learned that this effort includes regular contact by Marvell with the families involved.

The Committee was updated regularly on the progress of negotiations to refinance Collington's debt. This effort required a large portion of Amy's and Marvell's time during the year.

The overall financial position of Collington continues to get stronger due to several factors. Among these are the extraordinary effort of the Marketing Department, the improvement in the housing market (making it easier for prospective residents to sell their homes), the Kendal affiliation (now a major source of referrals), and the continued vigilance of the senior staff in controlling expenses.

*Ken Burton*, Chair

## **Grounds Committee Annual Report**

**Members:** P. Corfman, E. Cook, K. Edler, B. Fairchild, E. Fitzhugh, D. Goodkind, K. Gordon, C. Grisard, D. Halton, L. Harris, L. Huddleston, H. Jay, J. Jones, P. King, A. Klick, **H. Lauck (Secretary)**, J. Liasson, N. McGhee, **A. Nicolson (Chair)**, M. Olmsted, D. Overton, P. Pfund, E. Pool, B. Preston, P. Pritz, M. Rund, J. Shaw, C. Smith, L. Vaky, M. Wilder, and eleven others who visited.

### **Key Activities:**

**Revised Guidelines** for Residents' personal (Cottage or 1<sup>st</sup> Floor Apartment) gardens.

**Revised request form** for public area planting.

Produced a list of recommended **honey bee flowers** for residents.

Produced a list of mostly **deer-proof plants**.

Drafted a **pruning calendar** listing recommended times for pruning of most shrubs found on campus.

Repaired **bluebird houses** and installed new ones; monitored the boxes and reported on quite a successful nesting season.

Maintained **honey bee hives** on campus and installed several new colonies.

Wrote **regular articles** for Collingtonian.

Began creating and reinstalling **tree labels** in the "Learning Woods" area of the trail.

Initiated a **Commemorative Tree Program**.

Took part in **Marketing's "Gardening" program** for prospective residents.

Did a **grounds walk-thru** with Collington, Kendal, and Lasting Impressions staff to point out areas of greatest need for beautification.

Developed a **25<sup>th</sup> Anniversary grounds enhancement program** proposal, to be introduced on Sept 6.

Encouraged **removal of tree stakes** after first year.

**Continuing activities:**

Monitoring trails, lake and pond and urging action by staff on problems.

Monitoring bluebird trail.

Caring for bees.

Reporting problems to staff for action - beaver, water meal, dead tree removal and stump grinding, removal of derecho debris, recycling of used “whiteware”, drainage issues.

Ongoing discussion with staff and LI about pruning timing, cleanup, lawn care, and use of red dots and orange ribbons. Encouraging better notification to residents about various jobs scheduled.

**Major Ongoing Issues:**

Red dot use and recognition by LI workers

Timing and quality of pruning

Use of wooded areas for grounds debris disposal

Drainage issues, both in clusters and around new apartment wing; no action taken yet

Planting to remediate worst eyesores on campus; no action taken yet

Clearing windfalls from wooded area by Clocktower parking; no action taken yet

Pond management

Lack of regular consultation with Committee by staff before grounds activities on campus.

## **Health Services Committee Annual Report**

Members: Collington residents who consistently attend meetings are members of the Health Services Committee

Collington Staff: Beth Neel, Health Services Administrator; Residential Health Services Manager (vacant)

Members of the 2013 Committee are:

Joan Hult, Chair

John Evans, Vice-Chair

Julia Freeman, Secretary/Treasurer

Janet Jones, Fitness Chair

Steve Streeter, Vision Chair

Eloise Branche

Phil Corfman

Madge Haynes

Phyllis Herndon

Sheila Givan

Dolores Lewis

Kay Laughton

Noel McPherson

Doris Walsh

Ex-Officio members:

RoAnne Hartfield, Collington Board of Directors

Patricia Battin, Collington Board of Directors

Mission: To monitor and evaluate Collington Health Services and to support excellence of these services on behalf of the health and well being of Collington residents.

The committee will:

1. Work closely on health-related matters with Collington Health Services Staff so that Staff and Resident concerns are mutually understood.
2. Serve as a channel of communication on health-related matters between Collington Residents and Staff.
3. Present health information to the community through speakers and various media.

Meetings of the Health Services Committee were held on October 2, November 6 & December 4 in 2012 and January 8, February 5, and March 5, May 7, and June 4 in 2013. These meetings offered opportunities for residents to share concerns about Collington's Healthcare and for health staff to share news of interest and to respond to resident concerns. Members were selected to serve on the resident interview teams for the Residential Health Services Manager and the Director of Social Services.

Six major projects were undertaken this year:

1. Support the new Wellness Center configuration. A contract with Maryland Inpatient Care Services (MDICS) provides daily medical coverage for residents in Independent Living and a Medical Director for Collington. A new mission statement for the Wellness Center was developed: To provide supportive, compassionate, and confidential health care for Collington residents by qualified, knowledgeable, and experienced health professionals to foster independence and dignity for all.
2. A Hearing Survey was conducted among residents and the results tabulated and reported.
3. Dr. Paula Schauer and her students at the University of Maryland held free hearing screenings at Collington .
4. The Health Services Committee worked with the Buildings Committee and management to get costs and a contract to loop the auditorium.
5. The Fitness Committee became a subcommittee of the Health Services Committee and continues to hold its own meetings.
6. The Health Services manual will be reformatted to a series of discrete topics, with the pamphlets to be available in the Wellness Center and in the Health Administrator's Office and on the Keeping Up with Collington website.
7. The caregivers support group led by Helen Barnes met monthly.

The Health Services Committee arranges for talks on topics of interest to residents. Speakers on the 3<sup>rd</sup> Thursday, 2:30 PM, during the past year included:

- Evercare: Prognostication and Pain Management, September 20, 2012.

- Drs. Margaret McCabe and Paula Schauer, Hearing Aids and Looping Technology for the Hard of Hearing, October 18, 2012.
- Beth Neel, Health Services Administrator: Update on the Wellness Center, November 15, 2012.
- Dr. Jennifer Riedinger, Collington Medical Director, Evidence-based Medicine and Patient Care, December 20, 2012.
- Roger Barnes, Director of Social Services: Legal Issues in Preparing for the End of Life, January 17, 2013.
- Rick Bosworth, Director of Physical Therapy: Balance Issues and How to Improve, February 21, 2013.
- Beth Neel, Health Services Administrator: What You Need to Know About Medicare at Collington, April 18, 2013
- Drs. Valeriani Bead, Cardiologist, and Dr. John Martin, Vascular Surgeon: How Old Are Your Arteries? May 6, 2013.
- Dr. Andrew Angelino, Psychiatrist: Depression in Seniors: Common, Unrecognized, and Confusing, May 16, 2013

**Challenges:** The committee will continue to work with the Health Services Administrator to improve health care services at Collington. Challenges include continuing to promote improvements in the Wellness Center; communicating with residents by providing information on what services are available; and arranging monthly programs that inform residents about a variety of health services and issues.

## **Fitness Subcommittee Annual Report**

### **Members:**

(Residents who attended all or most meetings and associated staff.)

Bill Wilson, Chair, Phil Corfman, Secretary, Phyllis Herndon, Vic James, Joann Harvard, Lloyd Henderson, Louise Huddleston, Maya Peretz, Mike McCulley, Pat Howard, Janet Jones, Dolores Lewis, Don Overton, Joan Hult. Staff: Tony Harris.

### **Mission:**

In association with the Health Services Committee, the Sub-Committee focuses on the activities of the Fitness Center and its staff in an effort to augment the excellence of the services provided.

**Meetings** were held on the last Friday of the month except in August.

### **Major activities** during the year:

- In the fall of 2012, the committee's name was changed from the "Wellness Committee" to the "Fitness Committee" to better reflect its mission when the former clinic was renamed the Wellness Center.

- The Fitness Manager and the Physical Therapy program cooperate to follow every patient discharged from physical therapy with a fitness program to maintain strength, flexibility, and balance.
- The Fitness Center is open every day from 5 am to 11 pm on the condition that residents who wish to use the Center on off hours have been cleared for unsupervised use by staff, sign in at the Security Desk, and wear Sara alarm.
- In December the University of Maryland resumed the balance study with several resident volunteers using special equipment installed in the Fitness Room. The study was completed by spring and the equipment was removed.
- Several items were suggested for capital expenditures for 2013, including new free weights, a weight bench, and a new treadmill. Free weights are being purchased at the rate of a few each month from operating expenses.
- SAGE began classes for Zumba and for ballroom dancing.
- A new part time lifeguard was hired.
- At the suggestion of Committee member Lloyd Henderson, "sock hops" were held in the Auditorium to "big band" music provided by Lloyd's record collection. Eli provided refreshments.
- A 25<sup>th</sup> Anniversary Collington 5k was held April 28<sup>th</sup>; managed by Judy Kennedy, assisted by Tony Harris.
- Tony Harris' office was moved down the hall. Nelson Miraflor now has a desk in the fitness room.
- HS/Activities obtained a Nintendo Wii. Fitness joined with Activities to host the Senior Wii Bowling tournament, a fundraiser for Alzheimer's research. We exceeded our fundraising goal. Wii bowling is now a weekly event.
- In May, Janet Jones stepped down as Subcommittee Chair, Bill Wilson was elected to the position, and Phil Corfman was elected Secretary.

### The **main challenge** facing the Committee

Unfortunately, the Fitness Program still languishes, suffering from lack of budget, lack of space - especially suitable space - and lack of equipment. These are obstacles that even our dedicated staff cannot overcome in their efforts to make fitness a vibrant part of Collington's community life. Lack of attention from the administration to upgrade the Fitness Program costs residents years of life and increases their disabilities. It also creates a financial burden, in the form of increased cost of care of residents, which is passed along to the residents as a whole in the form of increased fees.

## **Marketing Committee Annual Report**

The Marketing Committee had three chairs this year - Herbert Stone, Vic James, and Mary Grace Kovar. Vic was unable to serve his full term because of illness. At the April meeting we elected the following residents as our officers to serve until September 2014:

Chair: Mary Grace Kovar  
Vice-chair: Barbara Bailar  
Secretary-Treasurer: Catherine Riche

We decided to send welcoming notes to people who have paid a deposit to Collington. We arranged with Susan Deller to have Terri Mosely send the list of closings from the previous month at the end of the first week of the month, and we have started sending notes to the probable move-ins. Susan's staff will send them postcards. Our committee will send note cards: Eloise Branche to people moving into the apartments, Suzanne Embree to those moving to cottages, and Margaret Bagley to those moving into villas. Six notes were sent in May, ten in June, one in July, and two in August.

We appointed two members from each type of residence to make a final tour of each residence to make certain everything is working before the new residents move it. The first tour was done the first week in July and three more the second week. They have continued as needed.

We now have a system for getting photographs of new residents onto the library corridor bulletin board and into the red notebooks in the library. Once a month Julia Freeman calls Kendall Brown who sends her the photographs by email.

Julia takes the digital pictures to Costco which turns them into print. Julia posts them on the board and gives the previous batch to Miller Peterson who puts them in the notebook. Kim Lake has now started asking new residents to fill out the information page as part of their paperwork.

We have a draft, still a very rough draft, of a new residents' handbook. A group of new residents reviewed the first two drafts of "Tips for New Residents" and we plan to have an advance draft for the Marketing Department to give to probable new residents in September. Then we shall continue work on the full handbook. I would like the executive committee of this Council to appoint someone to review, revise, and complete the section about the Residents Association.

At each meeting Susan Deller has presented the monthly report on sales and augmented that with a report on condition of the residences. In summary we are doing well; we had 14 closures in the quarter ending in June in contrast with nine

during the same quarter of last year. It is interesting that there is great demand for the larger units. The 5000 and 5100 clusters are sold out. In addition, 13 cottages are being converted to Millennium cottages and there are deposits on two of them.

In May, Bill Silbert presented the marketing plan, which is available in the Marketing office for anyone to see. The local part is aimed at the richer areas of Montgomery County (which may account for the demand for larger units). After Bill left we discussed the plan and decided that some input from people who have lived in this area might improve next year's plan. Accordingly, we appointed a subcommittee, chaired by Barbara Bailar, to help Bill with next year's plan. Susan suggested that we wait until we had the results from another quarter. Therefore, that subcommittee will not begin work until October.

Since we had few records and no notes on structure of the committee, we appointed another subcommittee, chaired by Peter Pfund, to report what we need, and to review the mission statement.

Submitted by  
Mary Grace Kovar, Chair



## **District Representatives**

### **Duties and Responsibilities**

The residential Collington Community is divided into nine districts as follows: Five cottage areas: (1000s, 2000s, 3000s, 4000s, 5000s), three apartment floors, and the Health (Creighton) Center.

At least 30 days before the annual meeting each housing district shall elect a representative to serve on the Residents Council to take office at the close of the annual meeting and to serve for a term of one year. The positions will be limited to two consecutive full terms. Vacancies may be filled by special elections conducted by the district involved.

The duties of the District Representatives shall include:

1. Attending Resident Council meetings or providing for an alternate who shall have voting privileges.
2. Consulting frequently with housing leaders within the district and attending cluster/ corridor meetings to assure that views of the individual areas are appropriately presented to the Residents Council and that information from the Residents Council meetings is reaching residents promptly.
3. Taking concerns of the district to the appropriate committee .
4. Bringing concerns not satisfactorily resolved by committee action to the Residents Council.

After three years of not having a Health Center Representative, Agnes Hartfield has accepted this position.

### **Occupancy**

The 5000 District is now completely full, and other Districts are increasing their occupancy rate. The Second Floor has a 73% occupancy rate, with 45 residents living in 38 of its 52 apartments.

<b>Area</b>	<b>District Leader</b>	<b>Housing Leader</b>
1 <sup>st</sup> Floor Apts	Bill Wilson	1A Julia Lacey
		1B Madeline Wilson
		1C Francis Kolarek
		1D Delores Hawkins
		1E Phyllis Herndon
2 <sup>nd</sup> Floor Apts	John Geron	2A Elsie Wallace
		2B Dora Halton
		2C Albert (Buck) Astone
		2D Luann Vaky
		2E Becky Elefante
3 <sup>rd</sup> Floor Apts	Eloise Branch	3A Chuck Dell
		3B Florence Zook
		3C Simon Roman
		3D Madge Haynes
		3E Jack Yale
1000 District	Miller Peterson	1000 Dorothy Brown
		1100 Jeanne Gart
		1200 Pat Pritz
2000 District	Joe Howard	2000 Maja Keech
		2100 David Goodkind
		2200 Vacant
3000 District	Julia Freeman	3000 Peter Pfund
		3100 Jean Getlein
4000 District	Pat King	4000 Jeanne Barnett
		4100 Peg Morrell
		4200 Noel McPherson
5000 District	Margaret Bagley	5000 Sheila Given
		5100 Kathleen Gordon
Health Center	Agnes Hatfield	

## Activity Committees

### Purpose and Responsibilities

Activity Committees are formed to provide a variety of programs to enhance the quality of life for residents and/or to participate in or contribute to the wider community.

General provisions:

- a. A committee chair who is not a member of the Council may bring an issue to the second vice-president of the Residents Association with the request that the issue be placed on the Residents Association Council's agenda. In the Residents Council meetings the second vice-president may make the necessary motion on behalf of the committee.
- b. A resident interest group desiring periodic support from the Association may seek establishment as a committee by submitting a proposed mission statement to the Residents Council for Approval.

### Activity Committee Annual Reports

### Collingtonian Annual Report

**Members:** At the end of June, our last issue, those listed on the masthead were **James Giese, editor:** Robert Elkin, photography editor; Ernie Blake, composition; Frances Kolarek, news editor; and Barbara Allen, Margaret Bagley, Jeanne Barnett, Curt Bury, Jean F. Getlein, Jeremy Gorman, Pat Howard, Lee McKnight, Michael McCulley, Ginny Mintz, Don Peretz, Miller Peterson, and Bill Preston. By June, George Newman had also joined the staff.

Stepping down from the previous year were Jeanne Gart, who wrote the "Just Looking About" column and Marian Schubauer, who provided the "Who Am I" feature. At year's end, Jim Giese stepped down as editor, but remains on staff, and Robert Elkin stepped down as photography editor.

George Newman, who only recently joined the staff and brings excellent journalism credentials, agreed to assume the duties of editor.

We published articles and photographs contributed by other residents: Linda Bailey, Sally M. Bucklee, Karl Edler, Sue Embree, Gloria Erickson, Ruth Galaid, Kathleen Gordon, Larry Harris, Joe Howard, Hilda Jay, Anne McCulley, Mary Beth McCutcheon, Alice Nicolson, Peter Pfund, Elsie Seetoo, Andrea Singh, Judith Shaw, Warren Unna, Martha Wilder, Irene Wood, and Richard Zorza.

A high-quality newsletter produced and financed entirely by residents remains a rarity in the world of continuing care communities. Key to the Collingtonian's continued success is widespread participation in its writing and editing. A goal for the coming year will be to increase the Collingtonian's presence on the Web to allow Internet publication of material for which room is lacking in the print edition and to permit enlargement of type for low-vision readers.

**The Year in Review:** We published our usual 10 issues September through June; each 12 pages in length with four pages in color. Each issue was scheduled to come out between the 15th and 20th of the month. In each issue we tried to chronicle the events of the past month, profile residents and staff members, offer useful information about restaurants and other places of interest near Collington, and provide stories and photo essays of interest to residents.

Some of our feature stories were about: the opening of the Wellness Center, presidential election information, honoring veterans for Veteran's Day, recycling, resident outreach to the community, Collington's 25th Anniversary celebration, the Collington trail, Collington transportation services, the Collington Regatta and profiles of Art Longacre, Samuel Meyers, Kay Laughton, Kendal's Pete McBrien, Patricia Brubaker, Frances Kolarek, Dorothy Brown, Annetha Hall, Anna White, Hilda Jay, Eva Yale, Roger Barnes, Marian Schubauer, Margot Starr Kernan and Aline Grayson. Special photo stories included Labor Day activities, the Foundation Gala, the Bishop's Bike Ride, the Collington Fun Run and Walk, Collington gardens, Clocktower exhibits on residents' toys, and Black colleges and universities. Bill Preston provided a garden column for each issue, but Frances Kolarek decided to discontinue her Chatterbox column with the February issue. Barbara Allen undertook the task of putting together information about our new residents for the very popular Newcomers column.

Production of the newsletter was routine. However, that routine involved Ernie Blake spending many long hours laying out the copy for the printer, for which we are most grateful.

**Finances:** We finished our last fiscal year under budget. However, that was primarily due to our March billings for the newsletter not being received by the treasurer before the books were closed at year's end. Those expenses could result in the Collingtonian being over budget this fiscal year. However, monthly costs remained steady and as projected through the June issue. George

Newman has decided to assign layout and production of future issues to a professional graphics consultant, Leann Steuer, at a cost of \$100 a month. Ms. Steuer is already doing final preparation for the printer at \$50 a month. With some reserves on hand, the extra expense should be absorbed without problem.

## **Creative Arts Committee Annual Report**

**Chairperson:** Maja Keech

**Members:** Diana Kalmus, Ria Hawkins and Judith Shaw.

**Mission and goals:** To encourage and facilitate resident participation in the arts, provide an environment in the Creative Arts (CA) Room that is conducive to creativity, and promote the creative arts.

**Record of progress:**

Paintings that were created in the Creative Arts room (CA) by resident Charles Casto were exhibited in the Auditorium corridor in July and August.

Blanche Cosgrove donated a large wooden easel, and Birdie James donated a quilting frame to the CA room.

The SAGE art classes continue to be well attended. We are fortunate to have a very good teacher. Artist Arnold Hurley continues to teach Studio Fine Arts (largely watercolor and acrylic painting and drawing). His teaching skills have improved class enrollment and attendance and have inspired independent work. In fact, the CA room has become quite crowded. Mr. Hurley teaches at Collington for the summer session as well as for the fall and spring sessions. Unfortunately, glass artist Carolyn Boyette decided not to return to teach Stained Glass.

The Knitting and Crocheting Subcommittee of the Outreach Committee continues to be very active in the CA Room, creating beautiful Afghans, baby blankets and other handmade items for the homeless and for sale at the annual holiday bazaar.

There was a very successful Holiday Bazaar in 2012, coordinated by the CA Chair, but not sponsored by the Creative Arts Committee. (In 2010 the committee decided to stop sponsoring and organizing Holiday Bazaars, since the focus of those who use the Creative Arts Room is now more toward painting and drawing instead of handicrafts. In the past, craft work was emphasized in the CA room.). We expect to have another holiday bazaar in November 2013.

The Pottery Group has also been quite active and has attracted new members. The Group continues to produce wares for the holiday bazaars and for the sale cases outside the CA room.

Exhibits in the corridors: The CA chairwoman, as a member of the Interiors Group, has continued to help hang exhibits in the Auditorium and Library corridors.

**Challenges:**

Inventory and reorganize the CA Room (ongoing).

Obtain more instructors. It would be good to have a pottery instructor. Only one resident has been making baskets, working independently in the CA Room. There are many basketry materials available in the room, but unfortunately, the SAGE program does not offer classes in basket making and hand-built pottery. Other options are being sought.

Move unrelated activities out of the CA Room. It is still hoped that Bingo will move to the Game Room. The Collington Board and various committees hold regular meetings in the CA room. Although the Creative Arts room is not a multi-purpose room, it is treated as such, which hampers independent work.

## **DRAMA COMMITTEE ANNUAL REPORT**

**Mission Statement:** The Drama Committee is organized to provide Collington residents with:

1. The opportunity to experience live theater;
2. The chance to act, write, participate in stagecraft, costume design, and direct;  
and
3. The chance to see film versions of notable plays.

**Chairperson:** Paul Houts

<b>Members:</b>	<b>Grant Bagley</b>	<b>Jan Houts</b>
	<b>Margaret Bagley</b>	<b>Janet Jones</b>
	<b>Jeanne Barnett</b>	<b>Maja Keech</b>
	<b>Eloise Branche</b>	<b>Margot Starr Kernan</b>
	<b>Shirley Bright</b>	<b>Kay Laughton</b>
	<b>Tim Bright</b>	<b>John Lees</b>
	<b>Dorothy Brown</b>	<b>Caryl Marsh</b>
	<b>Curt Bury</b>	<b>Pauline Matheo</b>
	<b>Chris Cobb</b>	<b>Bill McGhee</b>
	<b>Chuck Dell</b>	<b>Nancy McGhee</b>
	<b>Marcia Giger</b>	<b>Miller (Pete) Peterson</b>
	<b>Dora Halton</b>	<b>Eva Yale</b>
	<b>Marion Henry</b>	<b>Jack Yale</b>

**Programs:** "Crafty"  
"Sylvia"  
"Charades"  
"Other Desert Cities"  
**Thursday night film series**

**Challenges:** The Drama Committee is anxious to improve its technical facilities—lighting, microphones, in-house broadcasting of plays—and stage design, and to continue to build its library of texts of plays and films of plays.

# Flower Committee Annual Report

## Mission Statement

The Flower Committee provides fresh flower arrangements throughout the courtyard level and third and fourth floor levels of the Creighton Center. The Committee makes special arrangements on request for memorial services, residents' private celebrations, marketing events, and other occasions. The Committee also does more elaborate arrangements around the buildings for holidays such as Thanksgiving, Christmas, Easter, and New Years Eve. Beginning this year, at Eli's request, the Committee has taken over full responsibility for the dining room flowers.

**Officers:** Martha Wilder (Chair)  
Ria Hawkins (Assistant Chair)

Anne McCulley (Secretary)  
Pat Pritz (Treasurer)

**Special Requests:** We provided flowers for seven memorial services and receptions as requested by family members. We decorated 13 to 16 tables in the auditorium for the Foundation Dinner, the Newcomers' Party, the Christmas Party, New Years Eve, a Seder, Veterans Day, and two private birthday parties. We also filled numerous requests from individuals for special occasions and donated flowers for a Black History presentation and a Black History party.

The Marketing Department requested table decorations for six luncheons. Our crowning achievement this year was the 30 arrangements we made for their Caribbean party, for which we spent only \$65.00 by using mostly Hilltop Garden flowers and recycled funeral flowers!

**Workshops:** Prior to Thanksgiving, an open workshop produced windowsill and large arrangements throughout the building featuring fruits, vegetables, and flowers. Prior to Christmas we made arrangements featuring locally cut greens, Christmas ornaments, and candles. We also purchased 23 poinsettias. For Easter, we invited Committee members to create their own designs for the windowsills using Spring flowers.

**Events:** In May we invited all residents to hear Sue Betz, former floral designer at the Naval Academy, who gave a demonstration illustrating different lines and styles of arrangements. In June we had our annual Members' Appreciation Tea at which Marvell Adams thanked us and noted that our committee and flower room is unique among CCRCs.

**Flowers:** We are grateful to Bill Preston and Peter Pfund for the annuals they grow in the Hilltop Garden and to Sue and Larry Harris for their generous supply of daffodils. Beall's Funeral Home provides us with large quantities of used flowers, as does Gaschs's occasionally, both of which certainly help our budget.

**Membership Challenge:** It was the Chair's goal this year to recruit new members so that we could train new arrangers and "Clippers" and have additional people available to take over the dining room responsibility. This was accomplished by offering free small-group flower arranging lessons to anyone who wanted them. Six classes were held, with 17 people attending, mostly new members. As a result, we gained 14 new members, an increase of almost 50 percent over last year's active members.

**Members include:** Lynn Bernstein, Denise Bunting, Vera Chessler, Elizabeth Cook, Blanche Cosgrove, Helen Cuneo, Roberta Decker, Ursula Dunn, Ruth Galaid, Bernie and Jim Giese, Marion Haaser, Dora Halton, Frances Hammersmith, JoAnn Harvard, Ria Hawkins, Marion Henry, Phyllis Herndon, Pat and Joe Howard, Joan Hult, Vic James, Maja Keech, Pat King, Arnold Klick, Janet Kozera, Helen Lauck, John Lees, Dolores Lewis, Anne McCulley, Deborah McKnight, Peg Morrill, Frances Pratt, Pat Pritz, Cate Richie, Anna Shea, Martha Smith, Penne Stitt, Luann Vaky, Martha Wilder, Irene Wood, and Florence Zook.

## GARDEN COMMITTEE ANNUAL REPORT

### **Members**

Grant Bagley, Chuck Dell, Jane Engle, Elizabeth FitzHugh, David Goodkind, Dora Halton, Hilda Jay, Carol Kempse, Janet Kozera, Pat King, Curtis Langford, Anne and Mike McCulley, Deborah McKnight, Alice Nicolson, Peter Pfund, Easton Pool, Bill Preston, Pat Pritz, Margot Rund, Elsie Seetoo, Jackie Smith, Jack Yale.

Jackie Smith, Chair

Hilda Jay, Secretary

Curtis Langford, Treasurer

### **Mission Statement**

The mission of the Garden Committee is two-fold. The first is to give Collington residents a place to grow vegetables or flowers. The second is to provide bedding plants in the Spring, started in the greenhouse, which are then sold to residents and staff. Garden plots are available in two locations: 30 in the Hilltop Garden, in the center of the 5000 cluster, and 17 raised beds outside the greenhouse, designed primarily for gardeners who have difficulty squatting or kneeling. Produce grown in the plots is for the gardener's own use, or is available, for a voluntary contribution, to residents and staff.

### **Key Activities**

The Garden Committee has 23 members, most of whom are active in the Hilltop garden or in the raised beds around the greenhouse. All of the plots were assigned for this season. Bedding plants were raised in the greenhouse and sold to residents, staff and neighbors in May, grossing \$1,375. Bedding plants were also donated to the Arbor for use in their raised beds. Although the



Committee receives no funds from the Residents Association, we were able to make a \$1,000 contribution to the RA to be used to support other activities.

### **Challenges**

Produce can no longer be given to the Dining Room due to a Health Department regulation that states that vegetables must be “certified clean” before being used at Collington. The church that accepts our sandwich donations stated they would be delighted to receive any produce from the garden. Excess produce grown, if any, will be collected at the end of the growing season and donated to the church to help them feed those in need.

Several proposals for improvements to the Hilltop Garden were presented to Facilities Services. The suggestions included widening the garden plots by removing several feet of grass and the large boxwoods, as well as closing in the fence line to help keep little critters out. We are requesting that this work begin in the fall.

## **KNOW YOUR NEIGHBOR ANNUAL REPORT**

**Chairperson: Robert Elkin**

**Members: Maja Keech, Margot Starr Kernan, Jackie Smith, and Anna Shea**

**Mission or Goals: Know Your Neighbor provides opportunities for residents to speak about their backgrounds.**

### **RECORD OF PROGRESS:**

The following residents each spoke on a Friday evening at the invitation of the Know Your Neighbor Committee:

Oct. 19	<b>Eloise Branche</b>	<i>Journey of Detours</i>
Nov. 16	<b>Steve Streeter</b>	<i>A Life in the Past</i>
Feb. 15	<b>Noel McPherson</b>	<i>Changing Directions</i>
April 19	<b>Pat Howard</b>	<i>From West to East</i>
May 17	<b>Joan Zorza</b>	<i>Growing Up in the Shadow of the “Ism’s”</i>
June 21	<b>Joe Howard</b>	<i>The Roads Taken</i>

### **CHALLENGES:**

With so many speakers over the years, it has become more difficult to locate residents who haven't spoken yet, especially when some do not care to speak. Sometimes, we've invited fairly new residents to speak. Margot Starr Kernan will be taking over as Chair of the Committee next year.

## Library Committee Annual Report

### Committee Members:

Pat Battin, Chair

Barbara Bailar

Jeanne Barnett

Evelyn Colbert

Bill Cosgrove

Julia Freeman, Secy/Treas.

Joe Howard

Louise Huddleston

Vic James

Maja Keech

Mary Grace Kovar

Caryl Marsh

Lee McKnight

Jane Miller

Peter Pfund

Kate Ritchie

Herb Stone

Luann Vaky

Our primary mission is to provide a vital circulating collection tailored to the reading preferences of Collington residents, including a blend of older resources as well as the purchase of newly published books. We are grateful to our residents for their cooperation and their understanding that we cannot provide specialized research resources within our limited space.

The Library currently holds approximately 8000 volumes recorded in a computerized catalog, Librarything.com. This catalog is accessible from the Library's computers as well as remotely from residents' computers. Our user i.d. is **Collington**, and the password is **books**.

Our major activities during the year included the following:

- Publication of a Library Handbook which covers all Library services
- Circulation File clean-up of many overdue books during the past 3 years
- Establishment of a 3-month loan policy with regular oversight
- Addition of a new Book Cart display highlighting books new to the Library but not new publications, which are displayed on center shelves.
- Temporary discontinuation of Red Cart Service because of lack of use and interest
- Publication of a new Donation policy, requiring Library approval of all donations because of space problems. Donation and discard information was made available to residents and heirs for their use in disposing of large personal collections.
- Aggressive weeding of the collection based on updated collection policy focusing on the Library's strengths of fiction, mystery, U.S. history, biography, and recent non-fiction, as well as usage statistics of relevant collections. Small, unused collections of religion, gardening, birds, seniors, and science were donated or discarded.

Collections were re-shelved to leave top and bottom shelves free to accommodate residents with physical and vision limitations.

**Challenges:**

- Improve our efforts to provide a more user-friendly circulation system
- Continue to manage our space limitations effectively
- Manage resident expectations in view of a lack of permanent staff, security, and financial resources

## **MUSIC COMMITTEE ANNUAL REPORT**

**Chairperson:** Carol Kempcke

**Members:** Ricki Evans, Connie Grisard, Louise Huddleston, Carol Kempcke

**Mission Statement:** The primary mission of the music committee is to arrange for musical activities for the residents. This means planning and scheduling concerts and other musical events. The committee also has a music room, which includes a piano for private use. This room has become a multi-purpose room where various activities are held.

**Record of Progress:** We thank the Residents Association for continuing to respond to our need for additional funds each year, making it possible to continue bringing performers of professional quality to Collington. A list of the concerts follows below. In addition, the Friday Morning Music Club provided four free concerts, which were held on Thursday mornings. The Collington Singers provided the music for the Christmas program. Bill Wilson, a resident, has a grandson who gave impromptu piano concerts during the year that were enjoyed by all.

The committee also bought new music for the Collington Singers.

**Challenges:** Because the music committee plans only for the Sunday afternoon concerts and the chair is in charge of securing the musicians for these events, there really has been no need for meetings. Members of the committee and other residents send the chair ideas for concerts.

It would be nice to have a large active committee that could oversee lectures, or perhaps even a music appreciation course offered by the U of Maryland or a Community College. With the addition of so many new residents, many of whom are musicians in their own right, it would appear that this is the opportune time to re-start a true committee.

Finding musical groups or individuals of quality who are willing to perform for the fee we are able to offer is always a concern. Prices seem to be going up, but with the

additional money the RA has given us this coming year we should be able to offer an attractive program. The Chair has also connected with an agent who has sent wonderful performers for very reasonable rates.

### **Concerts 2012-2013**

- October** James Logan.....Clarinet  
Emil Chudnovsky.....Violin
- November** Collington Singers & The Washington Outreach Chorus
- December** Thomas Pandolfi.....Piano  
Greenbelt Wind Ensemble  
The Prince George's Choral Society  
Rosanne Conway.....Piano
- January** Robert Statham.....Piano
- February** Drew Owen, Cello & Haskell Small, Piano  
Rockville Men's Chorus  
Richard Miller.....Classical Guitar
- March** LiLy Chang.....Piano  
Bea Gilbert & Jonathan Jensen.....Vocalists  
April---Russell Wilson Quintet  
Harbor City Music Company.....Women's Barbershop Chorus
- May** Collington Singers & Oakland Presbyterian Choir  
Prince George's Choral Society
- June** Rockville Brass Band  
Frederick Moyer.....Piano
- July** String of Pearls.....Chamber Music  
Russell Wilson.....Piano
- August** Frank Hudson Quartet.....Clarinets  
Chad Bowles.....Piano
- September** Jody Marshall Duo.....Hammered Dulcimers  
Rosanne Conway.....4 Hand Piano

## **Outreach Committee Annual Report**

**MEMBERSHIP:** Peter & Irina Pfund, James & Bernie Giese, Chris Cobb, Maja Keech, Lois Levy, Janet Kozera, Jackie Smith, Jane Miller, Joan Zorza, Anna Shea, Pat King, Herb Stone, Nancy Kent, Buck Astone, Carol Kempcke (Chairperson).

**MISSION:** The primary purpose of the Outreach Committee is to give to the outside community through ongoing projects to benefit groups or individuals in the surrounding communities, especially in Prince George's County.

### **PROJECTS:**

**School Supplies:** Residents are asked to either donate school supplies or write a check to be used to buy supplies. Peter and Irina Pfund, the outreach shoppers, bought supplies for the homeless children and those in transitional housing in Prince George's County. There were many children needing supplies this year at the start of school. The Social Services Department was most grateful for the generosity of Collington residents. In addition, school supplies and school uniforms were purchased for Kettering Elementary School.

**Warm Nights:** This project is ongoing throughout the year. Residents are encouraged to bring toiletries that they have collected from their travels to the basket outside the library. These, along with sheets, towels and blankets are then delivered to an agency that takes them to the various shelters in the county. We have begun a relationship with a woman's shelter in the area called Shepherd's Cove; they were the recipients of lap blankets made by the crochet group as well as other needed items. We hope to become even more active with this group. Chris Cobb and Carol Kempcke visited the shelter and delivered the donated items.

**Christmas Gifts:** For the past eight years we have worked with a local school that has identified families in need for the holidays. Frequently these are homeless or in transition. We receive the names, ages and sizes of each individual and do our shopping. Once again, due to the generosity of the residents, we were able to provide these families with a holiday such as they had never experienced. In addition to the toys and clothes, which were purchased, food store gift certificates were purchased so that there would be adequate food on the table. In addition, we purchased warm socks, gloves and caps for 15 homeless men in Greenbelt who were housed at a local church during Christmas week. Many of the hats were knit by the Wednesday knit and crochet group, which meets in the Creative Arts room. Jim and Bernie Giese did the buying of socks and gloves for the men.

**The Wrapping Party** is always an event that brings out residents who enjoy wrapping Christmas presents. All of the gifts that have been purchased are individually wrapped and labeled. Punch and cookies are always available. Peter and Irina Pfund were the organizers of this activity. The counselor from Kettering picked up the gifts and personally delivered them to the families.

**Children's Books for Prince George's Hospital:** For a number of years the outreach committee has collected new or gently used books for the children who visit or are patients at Prince Georges' Hospital. Delores Butler is the coordinator of the program at the hospital. After several calls to Ms. Butler with no response, it was assumed that she was no longer interested in this project. Therefore, no books were bought or given to the hospital this year. The committee is looking for another literacy project for the next year.

It was discovered that Karen Goldman, the individual responsible for the program at Prince George's Hospital prior to Ms. Butler, is now working at Anne Arundel Hospital in Annapolis. Carol Kempske will be getting in touch with her to see if she is involved in a similar project at her new workplace and if she would be interested in having Collington contribute.

**Sandwich Project:** Twice a month residents from the Arbor, Assisted Living and other Independent volunteers make 100 sandwiches for the homeless. The sandwiches are taken to a church in Hyattsville, which provides meals for the homeless. Ardyce Asire oversees this project.

**Mentoring:** During the past school year, between 13 and 15 residents went to Kettering Elementary School twice a month to mentor third grade students, one on one. Students were helped with reading, language arts and sometimes math projects. To culminate the year, Collington paid for a bus to pick up the children, their counselor, and their principal, and to bring them to Collington for lunch together in the Bird Room. It was a smashing success! In addition to mentoring, the Outreach Committee also paid for each child in the group to buy a book at the school Book Fair. We plan to continue mentoring this coming year, even though Leona Parker, the counselor who has been our liaison for the past 8 years, will have retired. Two of the teachers have indicated they would be happy to work with us so that the mentoring program can continue. Many thanks to Chris Cobb, who was the coordinator of the Mentoring Project this year.

Because of the generosity of residents, the committee found it had an excess of money. It was decided to offer some money to cover the costs of end of year Educational Field Trips for children at Kettering who could not to afford to go.

**Knitting and Crocheting:** This group meets each Wednesday morning and crochets or knits caps for the troops to wear under their helmets, lap blankets for the shelters, squares to be used to make lap blankets, and baby caps and sweaters. Some of these items are used for auction to raise money for the Residents Association. One of the purposes of this group was to provide a social situation

where residents from the Creighton Center as well as the Arbor and Independent Living could gather together, sit and knit and enjoy the interaction between participants. This group has dwindled in size and is in need of new members.

**SUMMARY:** The Outreach Committee had a very busy year, with more members taking an active part in its projects. We have added a number of new members, which is encouraging to see. This is the only committee that contributes to the community outside of Collington. Think how much more we could do with more members. The residents are to be commended for their generosity with contributions. The Outreach Committee depends upon their generosity to carry on their projects.

## **PET COMMITTEE ANNUAL REPORT**

The Pet Committee has welcomed seven new dogs this year. Before admission, each dog is evaluated by Beverly Crawley (our dog trainer) or Pat King (chair of the committee). We are pleased to greet the following residents and their dogs:

Grant Bagley – Becky (Doberman Pincher)  
Pauline Matheo – Roxie (Mixed Shepherd)  
Noel & Ron McPherson adopted Toby  
Nina Rulon-Miller – Polly & Maren (Rotie/Mix)

We anticipate two corgis moving in to the 4000 cluster in October.

The dog park has a new fence (6-feet tall), which is the regulation height for dog parks.

Plans for the future include:

- Drinking water accessibility for the dog park;
- The pet picture board on the wall opposite the back of the auditorium needs work. Some pets are no longer with us and new dogs need to be posted.

The Committee is still looking for a place to put pet information (books, newsletters, etc.) where residents will have access to them.

## RECREATION COMMITTEE ANNUAL REPORT

Chair: William McGhee      Vice-Chair & Treasurer: Jeremy Gorman

### **Mission Statement and Goals:**

The mission of the Recreation Committee is to facilitate a broad variety of recreational programs and activities of interest to Collington residents. Our goal is to reflect current interests of residents and to make the activities easily available; we do not work to continue activities for which interest has died down. In fulfilling this mission, the Committee:

- A. Cooperates actively with the head of Resident Services;
- B. Conducts audio-visual programs, such as the Monday night movies;
- C. Sponsors participatory activities, such as a wide variety of table games (bingo, bridge, etc.) and active sports (croquet, bocce ball, table tennis, etc.);
- D. Acts as Sponsoring Committee for other activities that are not incorporated in separate committees, such as Multi-Media Center and the Computer classes;
- E. Hosts occasional parties, such as the Super Bowl party;
- F. Occasionally surveys the desires of residents for changes in the recreational program; and
- G. Regularly informs residents of the current schedule of available programs.

<u>Activity/Program</u>	<u>Frequency</u>	<u>Time</u>	<u>Leader</u>
Bingo	Weekly	Thurs. 7 pm	Ardyce Asire
Bocce Ball	Weekly	Sat, 11 am	Lynn Bernstein
Book Discussion	Monthly	4 <sup>th</sup> Wed, 3:30 pm	John Geron
TV - Producer	Daily		Anne Stone
Computer Class	on occasion		Al Folop
Croquet	on occasion	May - Sept.	Lynn Bernstein
Mah Jongg	Weekly	Mon. 1:30 pm	Lynn Bernstein
Game Play	Weekly	Sun. 2 pm	Lynn Bernstein
Movies	Weekly	Mon. 7 pm	JoAnn Howard
Party Photos	on occasion		Mary Beth McCutcheon
Pickle Ball	on occasion		Lynn Bernstein
Ping Pong	Weekly*	Sat. 10 am & Mon.	Lynn Bernstein
Pinochle	Weekly	Mon. 12:30 pm	Joseph Hysan
Playing Pool	Weekly*	Wed. 1 pm	Curtis Langford
Poetry Group	Monthly	1 <sup>st</sup> Mon. 3:30 pm	Chuck Dell
Sing-A-Long Group	Weekly	Fri. 3:30 pm	Chuck Dell
Tennis	Weekly**	Fri. 8:30 am	Bill Cosgrove
Wii Ball	Twice Weekly	Wed & Fri. 2 pm	Tony Harris

\* Available at other times. (For playing pool, consult leader)

\*\* Weather permitting. On other days, if court is free

The Committee is constantly looking for new games and people to take responsibility for activities. Suggestions welcome. Anyone interested in using Jim Whitaker's horseshoes?



## SPEAKERS COMMITTEE ANNUAL REPORT

The Speakers Committee of the Residents Association was established in 2001 when Margaret Martin, the then President of the Residents Association, announced the formation of the Committee and appointed the Committee chair and five members. The Speakers Committee is charged with providing Collington residents with the opportunity to hear distinguished speakers talk on their field of expertise. Current members of the Committee are Jeanne Barnett, Joan Clark, Suzanne Embree (Chair), Joe Howard, Bill McGhee, Jane Miller, Don Peretz, and Warren Unna.

When the Committee was formed it was decided to concentrate on bringing speakers to Collington whose topic would address some aspect of "The United States and the World." The Committee is grateful for the many suggestions provided by residents. We owe special thanks to Dwindle Robinson, Charlene Smith, Michelle Rice, and other members of the staff and administration for their help with publicity and auditorium arrangements...cheerfully solving problems under trying conditions. As ever, we are indebted to Al Folop, our Pioneer resident, for his never-failing assistance in coping with the technical challenges of the cyber age, and to John Lees for his dynamic attention to making both audience and speakers visible and audible

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### SPEAKERS SPONSORED BY THE SPEAKERS COMMITTEE

**Maureen Aung-Thwin**, Director of the Burma Project at the Open Society Foundations/South Asia & **Priscilla Clapp**, former Chief of Mission and permanent Chargé d'Affaires, United States Embassy in Burma.

*"Insights into Burma Today"*

September 20, 2012

**Stephen D. Prince**, Professor, Geographical Science, University of Maryland.

*"Desertification?"*

October 17, 2012

**Ambassador Edward E. Masters**, Career Minister, founder of the United States-Indonesia Society.

*"Indonesia Today"*

October 24, 2012

**Nancy Grace Roman**, First Chief of Astronomy, Office of Space Science at NASA, "Mother of the Hubble".

*"An American Astronomer"*

November 4, 2012

**Rear Admiral Katharine Laughton, USN (ret.), Former Commander, Naval Space Command in Dahlgren, VA, Collington resident and Board member.**

***“Women in Combat”***

February 1, 2013

**Stephanie Deutsch, Writer and Critic.**

***“You need a Schoolhouse’, the collaboration between Booker T. Washington and Julius Rosenwald”***

February 20, 2013

**Professor Paul Scham, Exec. Dir. Institute for Israel Affairs, Univ. of Md.**

***“How We Got Here: Perspectives on the Israeli-Arab Conflict”***

April 17, 2013

**Mara Liasson, National political correspondent for NPR, and daughter of Joy Liasson.**

***“A View from Washington”***

June 12, 2013

**Frank J. Greve, Journalist and editor, Adjunct Professor at University of Maryland.**

***“Why Journalism has become such a Dangerous Profession”***

August 14, 2013

## **TRIP COMMITTEE ANNUAL REPORT**

Reported by: Michelle Rice, Resident Services Assistant, Staff liaison

Members: Pat Pritz, Evelyn Bernstein (and varying participation of others)

**Mission & Goals:** To arrange trips for Collington residents in accordance with the requests submitted. Our goal is to increase participation and requests.

**Report of Progress:** Michelle Rice started as Resident Services Assistant at Collington on Tuesday, May 21, 2013. Before May 21, 2013, trip records (archived trip sign-up sheets and annual reports) show that there were several trips to museums and restaurants, and several house/garden tours. There were also several trips canceled seemingly due to low participation. Between May 21, 2013 and August 21, 2013, there has been high trip participation. No trips have been canceled due to low participation. Only two trips were postponed due to weather/ high temperatures – those two trips (National Zoo and Bladensburg Waterpark) have been rescheduled for September 2013. Trip feedback has been very positive, and new trip requests and ideas continue to come in to Resident

Services and to Trip Committee Members. There have also been new faces at Trip Committee meetings. Some trips taken between May 21, 2013 and August 21, 2013 include Buddy Attick Park, Bowie Movie Theater, Ikea, US Navy Memorial concert, Chesapeake Beach, Arundel Mills/MD Live, The Walters Art Museum, Pops On The Potomac w/ the Chesapeake Orchestra, and FairVote Political Forums at NYU-DC. Future trips include the Baltimore Aquarium, the National Museum of the Marine Corps, and the 2nd Annual Women's Wellness Day at PG Community College. The National Zoo and Bladensburg Waterpark trips, as previously mentioned, have also been rescheduled for the near future (September 2013).

**Challenges:** The main challenge of the Trip Committee is to obtain a permanent chair. The Committee meets on the 1st Tuesday of every month in the Board Room. The Trip Committee usually schedules one trip for every week of the month. That is approximately 4 to 5 trips a month. Resident Services and Trip Committee members continue to receive many more trip ideas and requests than can be accommodated in a month's time. It is the desire of the Trip Committee to ensure that the voice of the residents is heard and that as many trip ideas requests as possible are adhered to.

## **Walker Interfaith Chapel Committee Annual Report**

Chair: John Evans  
Past Chair: Mary-Ann Pellerin  
Secretary: Louise Huddleston

### **Faith group members:**

Mary Ellen Hines, Episcopal; Dolores Lewis, Presbyterian; Eloise Branche, Roman Catholic; Bill Preston, Methodist; Ria Hawkins, Quaker; Mary-Ann Pellerin, Baptist; Kay Cave, Unitarian-Universalist; Lois Levy, Jewish

### **Other members include:**

Ardyce Asire, Alison Colbert, Jessie Colson, Jane Engle, Ricky Evans, Doris Harris, Marion Henry, Nancy Kent, Gertrude Mitchell, Moira Nelson, Opal Noone, Anna White, Bill Wilson, Larry Harris, Luann Vaky, Chair, Altar Guild

Roger Barnes, Social Service Director, serves as staff liaison with the Committee. Moira Nelson maintains the bulletin board outside the chapel.

Mission:

1. To assure that the Interfaith Chapel serves all residents and staff as a center for meditation, spiritual renewal, and services of worship.
2. To facilitate the use of the chapel for educational programs and such activities as the annual Memorial and Chanukah services.
3. To sponsor an annual Seder.
4. To serve as liaison for religious activities carried out on the Collington campus.  
Committee membership is open to all residents.

Record of activities:

1. Weekly Services: 2<sup>nd</sup> & 4<sup>th</sup> Mondays, Centering Prayer; 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays, Quaker Meditation; every Tuesday, Episcopal Holy Eucharist; 3<sup>rd</sup> Thursday, Unitarian-Universalist Service; 1<sup>st</sup> Friday Roman Catholic Mass; 2<sup>nd</sup> Sunday, Protestant Worship Service.
2. Annual Services: New Year's Eve Meditation; Ash Wednesday Service; Palm Sunday Service; Good Friday Service; Easter Service; Memorial Service for Deceased Residents and Staff; Thanksgiving Eve Service; Service of Lessons and Carols; Chanukah, Christmas Eve Service.
3. Thursday afternoon Interfaith Bible Study
4. Seder dinner
5. Provide lesson inserts and sacraments for weekly Eucharist
6. Presentation by Catherine Weber on dying with dignity

Challenge: Find a suitable location for private prayer and meditation

## **Woodshop Annual Report**

### **Committee members:**

Herb Anderson, Grant Bagley, Chris Cobb, Bill Cosgrove, Karl Edler, Jeremy Gorman, Ron Hawkins, Julia Lacy, Curtis Langford, Crane Miller, Ian Pearis, Miller Peterson, Dick Wilder, Easton Pool and Jack Yale.

### **Mission:**

The Woodshop aims to furnish a place where residents may pursue the art and pleasure of woodworking and crafts in their various forms safely and in fellowship. Its volunteers offer the Collington community services for repair or construction of items, such as furniture, lamps, cutlery, signs and small equipment.

The Woodshop offers a home for the Collington Community Radio Club station (K3CCR) and sponsors occasional community-wide events, such as Collington's annual model skipjack regatta and the Labor Day Drive-In Movie.

### **Activities in 2012-2013:**

The committee held regular monthly meetings in its meeting room on the first Monday of each month except July and August, as well as special meetings as needed. Karl Edler served as Chair, with Ron Hawkins as Vice Chair, Jack Yale as Secretary, and Bill Cosgrove as Treasurer. Activity leaders included Ron Hawkins (Shop), Dick Wilder (Radio Club), Herb Anderson (Regatta), Curtis Langford (Billiards) and Jerry Gorman (Alternative Energy).

Continuing activities included:

- Repair and refinishing of furniture
- Lamp and small appliance repair
- Picture framing
- Knife and scissor sharpening
- Bicycle and wheelchair repair
- Model ship construction, repair and racing
- Campus sign repair and replacement
- Beehive construction
- Arboretum tags for specimen trees

No charge is made for work performed. Donations by residents beyond the cost of materials provide income for shop tools and general expenses. The Committee contributed \$2000 this past year to the Residents Association for its ongoing programs. The Woodshop finance report is contained in the Residents Association report.

The Committee sponsored an outdoor movie in the shop parking area and participated in the Residents Association craft fair as well as in campus-wide cleanup and beautification

projects. This year it lost a valued long-time member and former chair, Jim Whitaker. Jim's contributions over many years to the Committee and to Collington were numerous. The Committee voted to name the roadway to the shop in his memory as Whitaker Way.

The Radio Club provided support for the Bishop's bike ride and provided facilities for Prince George's County ARES (Amateur Radio Emergency Service) meetings and emergency exercises. The radio club also provided instruction and mentoring for a student radio club at Kenmore Junior High School. The radio club continued participation in ARRL sanctioned "QSL" contests as well as emergency preparedness.

Equipment and instruction was provided for Wednesday afternoon sessions in the Collington Billiard room next to the library. Support for the model railroad activity was limited to equipment storage this year as the principal railroader was incapacitated. Support will be provided in the future if new residents show sufficient interest.

Two committee members have worked with the Collington Grounds Committee to produce and attach arboretum tags on specimen trees along the trail systems and elsewhere on campus.

### ***The Charlie T.***

Grant Bagley and Richard Zorza purchased a 16 foot boat kit and assembled it over the winter. In the spring they took it to the Woodshop, where, with the help of many members of the Woodshop, the boat was sanded and painted. Admiral Kay Laughton launched it – with Charles Trammell's children present – on Collington Lake on May 25th for the Annual Regatta. It was named *The Charlie T.* as a tribute to Charles Trammell Jr., the devoted Woodshop member and sailor of past Regattas, who some twenty years ago turned a dry lake bed into the six acre Collington Lake. In the spirit of Collington, Grant and Richard donated their boat to Collington, so that current and future residents can enjoy it on the lake.

## Changes at Collington

### Resident Move-Ins September 1, 2012 – September 27, 2013

#### 2012

Jeremy Gorman  
Irene Wood  
Evelyn Kellman  
Marie Rasmussen  
John & Barbara Bailar  
Ted Prince (returned)  
Evelyn Kampsen  
Margaret (Peg) Morrill  
Nancy Wilson

Ronald & Dolores Hawkins  
Catherine Richie  
Arthur Krueger  
  
Crane & Jane Miller  
Joan Gildemeister  
Edward & Helen Cuneo  
Mike & Anne McCulley  
Madeline Wilson

#### 2013

Frances Pratt  
Norma Taylor  
Nina Rulon-Miller  
Pauline Matheo  
George Newman & Barbara Fairchild  
Stuart Irvin  
Margaret Harris  
Ursula Dunn  
Janyce Watt  
Suzanne Pollitz  
Claire Penn  
Denise & John Bunting  
Constance Hammond  
Don & Joan Lewis

Mary DeRenzo  
Katrina Hatton  
Clarita Ricketts  
Frances O'Connor  
Charlotte Melichar  
Janice Haley  
Ruth Taylor  
Kathryn Conrad  
Julia Castillo  
Sara Case  
Nancy Eichert  
Thomas & Martha Pollick  
Morris MacGregor  
James & Molly Cline

**Resident Deaths**  
**September 1, 2012 – August 31, 2013**

**2012**

Eleanor Larson  
Phyllis Denit  
Preston Gibson  
Barbara Lubowicki  
Faith Jackson  
Iris Ramsey

Arthur Longacre  
Viron Vaky  
Jean Sharp  
Walter Spieth  
Eliza Miller

**2013**

Eugene Burns  
James Whitaker  
Elizabeth Cunningham  
Miriam Tepfer  
William Fetters  
Lillian DeHart  
Robert Chessler  
Jane Hammer  
Joseph Jefferson  
William Herndon  
Louise Steele  
Mary Price  
Sarah Demetrowitz  
Benjamin Tayloe  
Mary-Averett Seelye  
Anne Astone  
Henry Dearborn  
Clarice Rioux  
Robert Laughton

Sheila Hollies  
Barbara Blanche Hall  
June Turner  
Louise Simpson  
Anna Dougherty  
Eleanor Plank  
Alix Naff  
Ruth Atkiss  
Janet French  
Charles Haynes  
Constantin Kostas  
Kenneth Condit  
Betty Bryson  
Virginia Blake-Hedges  
Opal Noone  
Thomas Mc Nerney  
Mae Plyler  
Faustina Lees  
Mary Cross



**Resident Move-Outs**  
**September 1, 2012 - August 31, 2013**

Joe Sheffy  
Marjorie Linden  
Sidney & Elizabeth Sober