

AGENDA NILMA MEETING

SEPTEMBER 11, 2014

2:00 PM

GREAT MEADOW HALL

Call to Order	Len Green
Approval of August 14, 2014 Meeting Minutes	
Report of Landscape Committee	Jay Berkson
Security Issues	Victor Furtado
Enrichment Fund	David Raider
Old Business:	
Carts in Garage Vestibules (again)	Len Green
Notification of IL Residents in Rehab	Raya Dreben
Civility (Update)	Len Green
Trash Issues, access to chutes	John Averell
Update on Dedham shredding dates	Steve Colwell
Front Desk coverage, 8-10 p.m.	Steve Colwell
Old Business	
New Business	
Adjourn	

## Call to Order

Len Green

Meeting was called to order at 2 PM by Len Green, President.

Present: NILMA members Len Green, Raya Dreben, John Averell, Jay Berkson, Arnie Heiger, Bob Sandman, Gloria Lerner, Howard Cohen, Sue Waxman, Jerry Sands (late);

with Steve Colwell, Marilyn Stone.

Absent were: Betty Rosencranz

## Approval of July 10, 2014 Meeting Minutes

Motion was made and seconded to approve the minutes of August 14 without change. The motion passed unanimously.

Len reminded everyone that the October NILMA meeting would be on Wednesday, Oct 8 at 2 PM, instead of the usual Thursday. He also stated that two items not on the agenda would be added at the end, and asked that because of the importance of the presentation, all may want to stay to the end.

## Report of Landscape Committee

Jay Berkson

Jay admitted the lack of clarity of the function of the Landscaping Committee. He also suggested that a fund could be established called "NBGift fund for Grounds Improvement" to be administered by this committee.

Len suggested that Jay and Marilyn get together and discuss the original intent of the Landscaping Committee, and that further discussion be tabled for now. Jay and Marilyn agreed to meet for a discussion and clarification.

## Security Issues

Victor Furtado

Victor presented the standard operating procedures for reporting missing items.

1. Try to find the item in the unit. Security will first search for the item with you with your permission.
2. Establish a timeline. When was it last seen. This is why an early report is most helpful.
3. Call the Dedham police. Security is not the police, who have more resources, especially if there was a real theft.

For the several years Victor has been here, a very large percentage of missing items have turned up. It may take weeks, months, or even a year.

4. All entries into your apartment are recorded through the keycard, with ID and time. A report trail of possible entries is made for the missing items. Target proofing is made of possible vulnerabilities in your apartment. For example high value jewelry should be centralized and locked up. Suggestions are made to the resident to improve security. Security also has video at all exits which can be correlated with entry information.

## Enrichment Fund

David Raider

The Enrichment Fund was established in 2011 by Jerry and Lucille Sands with a generous donation. The purpose was to provide funds for Community Life to schedule programs that would otherwise be cost prohibitive by budgetary guidelines. David gave a number of examples of the use of the fund for speakers, concerts, and the Arabian Nights gala.

Another use is for short term bookings which are cost prohibitive or who would be brought in as a smaller, less costly group. Since programs are planned and booked well ahead, an unexpected opportunity may arise that would exceed the budget for the planning period.

Donations are made using the HSL envelope form that you can pick up in the Library or the Front Desk. The box named "Community Life Activities" should be checked off. Below this line are three activities, Enrichment Fund, NewBridge website, and The Bridge journal. Just circle the appropriate desired recipient. Donations are tax deductible. Residents can sponsor specific programs in consultation with the programming team on how to do it.

Sue asked if this is only for IL residents. David said that although it was originally intended for IL only, there has been a large donation to be split with AL. This can be done in consultation with the programming team.

## Old Business

### Carts in Garage Vestibules (again)

Len Green

Carts are not always returned. Please return it either to the vestibule you took it from, or at least return it to the elevator area or on the elevator, so it can be returned to the basement vestibule.

### Notification of IL Residents in Rehab

Raya Dreben

Raya expressed her disappointment that she did not know a friend was in rehab. She asked Steve if we had not agreed to have Rabbi Judi call Kelly to make a list for residents to determine who was in rehab, and whether visitors would be welcomed. Kelly did not have such a list when asked.

Steve said that there is no list now. Judi was giving her the list up to a year ago, but no one was asking and so the list was discontinued. Steve will have the list restored.

Marilyn pointed out that if just the name is posted, she can go to rehab where they will tell the room and whether visitors are desired. A sign is often posted on the room door about visitors.

Steve agreed to have Rabbi Judi give a list of people in rehab to Kelly. Residents can view the list and go to rehab themselves to get more information.

Civility (Update)

Len Green

Len brought up again the matter of civility of residents, which had previously not reached a conclusion. Len and Steve agreed that the resident should not confront the offender directly, but should report the details to Steve, who will call the offending resident directly for discussion.

A number of the council reported very unpleasant incidents by residents or their guest visitors toward the Centro waitstaff or front desk staff. Steve asked that any resident he calls should not be angry with him, since he is relaying the report as a follow-up. If in your judgment you can speak calmly in the situation, that can be your decision.

John asked that floor reps not be involved as an added layer. Only Steve should be in contact with our professional social worker staff to work with a resident as a next step.

Len thanked all for the discussion, and Steve for his role.

Trash Issues, access to chutes

John Averell

Steve announced that in researching the issue, that Tom West found that there is no regulation requiring the button to be part of the circuit. This will allow a two-handed use in which the chute handle is turned and pulled with one hand and the garbage tossed in with the other. By opening the chute all other chutes are automatically locked in other floors. Steve asked that small children not be allowed to use trash chutes at all, for safety reasons.

John asked to thank Tom West for following up on and fixing all the problems reported in IL. Tom has promised to continue monitoring chutes and to keep the mechanisms oiled and working properly.

Arnie asked that the green bins be consistently labelled as "Recyclables only". Some are now labelled "Trash", which conventionally means Garbage. Steve agreed to check on this and make consistent labels.

Update on Dedham shredding dates

Steve Colwell

Tiffany has been unable to get any response from Dedham on their shredding date. There is not yet any published information on next year.

Steve announced that in the week of September 29 a local shredding will be offered by NBOC to residents. The first pound will be free. Above that the rate will be 2\$ per pound. Collection will be at the Front Desk, and possibly at Concierge desk if it seems necessary. A complete announcement will be made as soon as details are firmed up.

Bob suggested that personal shredders can be bought at reasonable prices for small units, up to larger ones.

### Front Desk coverage, 8-10 p.m.

Steve Colwell

This was determined at the opening of NBOC. Security will cover the Front Desk from 8 to 10 PM. The front door is locked for entry by keycard at 8 PM. If Security has an emergency they will be called away and not present. This has happened very seldom. The regular access to locked entry is always in place. Security can be called from outside and asked to open the door remotely.

### New Business

Sue asked, on behalf of Cottage residents, what the chain of command is when Steve is away (as he was last week). She also asked for a new printed chain of reporting, since the last one was August 2012.

Steve noted that the chart has only three changes: Rhonda is not here, so all those who reported to her now report to Steve; Barbara Rissman reports to HSL directly rather than Steve.

Two people are on a weekend coverage list. Mike Hefron and Sal Filetti alternately cover for Steve each weekend. Security has this list as well as the front desk.

John suggested that especially for new residents, it would be helpful to issue updated organization charts. Steve will do this.

Len introduced Sal Filetti for a discussion of the Food financials and plans for next financial year starting October 1 through September 2015.

Sal summarized in 20 minutes the contents of his two hour presentation to the Food Committee the previous day. Sal reported that the food and beverage operation is running at a deficit of \$9,000 per month and that there will need to be changes in pricing and menu items beginning in October 2014. These changes are still under discussion by management and will be discussed further with the Food Committee and possibly again with NILMA before implementation.

### Adjourn

A motion was made and seconded, and passed unanimously. The meeting was adjourned at 3:50 P.M.