

AGENDA for NILMA MEETING

AUGUST 10, 2017, 2:00 PM

GREAT MEADOW HALL

Call to Order	David Goldman
Approval of July 13, 2017 Meeting Minutes	
Outside Plantings Policy	Steve Colwell
Bathroom Safety	David Goldman
Old Business	
Resident-Administration Liaison Committee	John Averell
New Business	
Adjourn	

MINUTES -- NILMA MEETING AUGUST 10, 2017

CALL TO ORDER

David Goldman, President, called the meeting to order at 2 p.m.

Representatives present: David Goldman, Michael Ross, John Averell, Murray Staub, Mike Atlas, Jody Berkowitz, Sharon Gouveia, Frances Shaer, Dorrit Senior, Lorraine Gordon, Debby Gerber (in place of Nancy Kummer)

Representative absent: Nancy Kummer, temporarily filled in for by Debby Gerber.

Guests: Steve Colwell

Approval of July 13, 2017 Meeting Minutes

The minutes of July 13 were approved unanimously by voice vote.

Outside Plantings Policy

Steve Colwell

Steve handed out the following policy developed with Tom West, Chairperson Dorrit Senior, and the Landscape Committee, after recognition of past inconsistencies in rulings. Steve read out the report to the audience.

NBOC LANDSCAPING GUIDELINES FOR RESIDENTS

1. NBOC residents may change and add landscaping to the area directly around their patio. However, any improvements outside six (6) feet of their patio must have the approval of the Landscape Committee. In the Courtyard Area, NBOC will require that no changes to the existing landscaping be made within five (5) feet of the sidewalks that lead from the doors at the Centro area to the Villas.
2. NBOC residents will be responsible for any costs related to the improvement requested as quoted by American Quality Property Service (AQPS).
3. NBOC residents can call the One Stop Shop and place a work order to request a price for additions or changes and Kevin (AQPS) will receive the work order and stop by to view the proposed request. Kevin will assist and guide the residents in the proper plant or shrub selection based on experience at NewBridge and also what material will fit and look consistent within the surrounding area.
4. NBOC residents will be responsible for the maintenance of the new area including the watering of any plants, shrubs or flowers they have requested, unless there is irrigation in the area improved.
5. NBOC Management and AQPS will not be responsible for the requested improvement once planted if damage occurs due to weather conditions or lack of watering.
6. NBOC is responsible for any existing landscape and AQPS will replace items as required based on landscaping that is damaged due to weather conditions. Please refer to page 12 of the members handbook for additional information.

In response to questions Steve stated:

These apply to cottages as well as apartments around the Courtyard.

Currently standard plantings for residents are being re-evaluated by professionals: botanists and landscape architect, in conjunction with AQPS.

Steve agreed to clarify the rules for resident changes within 5 feet of their patio, since there is nothing restricting the resident in these rules. Some collaboration would be expected.

Lorraine asked when landscaping improvements will be done in the Villa courtyard. The entire budget for landscaping on campus is \$250K. Steve gave the Landscape Committee access to about \$40K for new plantings recommendations. They have prioritized the Front Entrance and the Community Center Circle. Eventually the Villa Courtyard will be improved as funds are available.

Irrigation in areas around the patios is the responsibility of the resident.

Bathroom Safety

David Goldman

David noted that 14 falls occurred in bathrooms in the past year. He shared his own use of the security pendant to call in case of a fall. He encloses the pendant in a plastic bag, sealed, and hung on a grab-bar in the shower where it can be reached and pushed. He also commented on use of the pendant outside the building, and on cellphone use in emergencies. For master bathrooms with the button to be pushed before 10am to notify security that all is OK, he suggested not pushing it until after your shower, in case you fall in the meantime.

Fran suggested obtaining non-slip tape for use on the floor outside and inside the shower. She was able to get some by calling 9500 for maintenance. Steve will clarify who to call.

Steve said that awareness and mindfulness is the most important element to preventing falls. Lorraine suggested turning on the light before going into the bathroom. David suggested using an LED night light permanently on in the bathroom.

Old Business

Resident-Administration Liaison Committee

John Averell

John reported on his research into the NILMA minutes on the formation of the original Trust and Transparency. In the May 2012 meeting, President Peter Halfon appointed Nancy Kummer in charge of a new ad-hoc committee, Transparency and Trust, in response to an email from Steve indicating a desire to increase transparency without violating privacy or trust.

In the June 2012, Nancy gave an initial report on the committee, noting it was conceived as a short-term ad-hoc committee to look at sensitive issues at NBOC recently concerning staff hiring, firings, and departures, and repeated the need by administration and residents to increase transparency without violating privacy and trust.

John also noted that in the Bylaws, ad-hoc committees are established by the President for a limited time, initially not to exceed one year. The current committee was never created as a Standing Committee, although it has been treated as if it were. He felt that the ad hoc committee should be dissolved, and followed up by whatever the Council felt should replace it.

John made the following motion:

I move that the ad hoc committee named Transparency and Trust, later renamed Residents-Administrative Liaison, be dissolved, with thanks to the members of the committee.

The motion was seconded by Murray Staub. The floor was opened for discussion.

Michael Ross rose to offer the following amendment:

I move that the motion be amended to read that the committee named Transparency and Trust, later renamed Residents-Administrative Liason, be converted from an ad hoc committee to a Standing Committee of NILMA; that the members of the committee remain the same and that the purpose of the committee remain the same as that reported in the July 2017 NILMA meeting.

The motion was seconded by David Goldman. The floor was opened for discussion. David stated that this was a "friendly amendment", allowing this to be considered as a replacement of the original motion.

Mike Atlas asked that Steve say whether this has been a helpful committee to him or that it need not be continued. Steve agreed with John that the ad hoc nature should be remedied to conform to proper procedure. The original committee did accomplish what it was set up to do. However, by his (Steve's) request it was continued as a valuable medium for discussion on matters that affected residents. He found the committee very helpful. He feels that the committee reports primarily to NILMA, not to him. Delicate matters of employee evaluation are meant to advise him, but stay within the committee. Aside from personnel issues, everything else could simply be discussed at NILMA meetings rather than with the committee.

John stated he was opposed to having the committee interview employees, rather than just leaving it to Human Resources or managers. Steve said he always goes first through normal channels in administration, but in this and some earlier cases, he felt it useful to get direct feedback from the committee so that residents could feel that they had some input to the choices. Steve indicated that this may have been a mistake to go through the committee.

Murray expressed support to Steve personally, but felt that any decisions on employees and staff should be made solely by administration, and not residents, as would be normal in any business.

Murray asked to amend the amendment to read as follows:

That a vote in favor to create a Standing Committee would abolish the ad hoc committee, and create a new Standing Committee, with a Chairperson appointed by the President, and the Chairperson would appoint new members as he/she wishes. A vote opposing would abolish the ad hoc committee, without replacement by a Standing Committee.

There was wide agreement to second, and to proceed in a vote on this final version of the motion.

President Goldman asked for a voice vote of Council members on the motion as amended. The results were:

In favor: 7. Opposed: 4. No abstentions. Motion passed by majority.

President Goldman reserved the right to appoint a chairperson of the Standing Committee of Resident-Administration Liaison, to be announced at the September meeting.

Sharon asked for an update on telephone installation. Steve announced that there are five residents now part of a trial use of the new system to find if problems arise. We are on track to start new installations in September.

Sharon also asked about control of non-IL persons entering into the Library space and on into IL space. Steve referred to the new sign on the left column, just past the entrance to the elevator and staircase, which clearly states "private

residences". That is used to apprise visitors not invited by IL residents, that they are not to enter.

New Business

Various reports from floor meetings; replies from Steve.

No lights at night for signs on outside doors.

Rugs need replacing in Centro; in 2018 capital budget.

Slow 2-day delivery from loading dock; Steve needs more info on original delivery.

Carts on slate floors so loud can be heard in GMH.

What about carpeting in Nosh; Steve will have to check.

Replacement of battery controlling phone and internet in all closets; Steve believes it has been started. Also the new phone system will not require this battery.

Is there a new Program Administrator? Yes. Not officially announced, but her name is Lois Litwack-Klein. She will be responsible for billing, program printing, etc., relieving Pam and Larisa to do program management.

No IT coverage on weekends. Leaves some people unable to communicate outside of apartment; Security covers what they can. In extreme need, Terry Finegan may be called in from home by Security for help. Can look at budget to get cost of an IT tech, although there has been little call for one historically.

No transport coverage on weekends. Three on one floor could not get NBOC transportation to or from hospital for spouse or on Sunday release; This was not in the original plan for transport. Security has been so helpful that it has become an expectation. Residents are expected to get cab or ride from friend where needed. Having a driver available on weekend would be new labor cost.

Adjourn

Meeting adjourned by acclamation at 3:16pm.

Respectfully submitted,

John Averell, Recording Secretary *pro tem*.