**WACCRA Board Meeting**

**May 13, 2022**

**Via Zoom**

**Attendees:**

*Board*: Donna Kristaponis, President, Laura Saunders, Vice-President; Nickie Askov, Secretary; Jim Crim, Treasurer; Rick Baugh, Carlos Caguiat, Monica Clement, Judy Love

*Committee Chair*: Susan Dillon, Membership Chair

Membership Coordinator: Tom Sakata

President Donna Kristaponis called the meeting to order at 10:00 AM.

• Minutes: The minutes from the April 8, 2022, meeting were approved by consent.

• Treasurer’s Report: Approved by consent after a correction from Monica. Jim also reported that about 20% of the members made an additional donation to their membership dues.

OLD BUSINESS:

• Membership Renewal Update: Susan reported that WACCRA now has 997 members’ names in the database. Of these 806 are up to date, while 165 were active last year but have not renewed this year. Coordinators are asked to check on the 26 members who have been in arrears for 2 years. We welcomed 112 new members this year.

• Update on Using Credit Cards for Membership and Renewals: Jim said that he is concerned about having two systems, one for checks and one for online credit cards. Rick suggested that maybe someone might know of a small organization that is facing the same issues successfully. Although Donna believes that online renewals might increase our membership renewals, especially for younger residents, she will not be putting this on the agenda in the future unless some progress can be reported.

• WACCRA Marketing Materials: Judy Love reported that she had received pictures from Mirabella, Timber Ridge and Emerald Heights (same images as used currently). She has been unable to obtain any photos from Horizon House. She and Monica believe that they now have enough pictures that represent diverse images of residents.

• Growing Membership: Laura, Rick, and Nickie have been working on a one-pager that will accompany a presentation for CCRCs that are currently not involved in WACCRA. Donna has some concerns about it and wants to take it up at a later meeting. **Rick promised to send Barry Witham’s six compelling reasons to join WACCRA**.

• Update on Long-term Financial Plan: Rick recently discovered that Transforming Age has business interruption insurance for Skyline. Apparently it is possible to negotiate customized terms with insurance companies to cover disasters in CCRCs. A resident at Park Shore who has expertise in risk management has been helpful. Skyline is being used as a test case for discovering what pieces of information are relevant to ascertain the financial resources available to cover the costs of a significant disaster at any CCRC. The committee will be reconvened to review the data.

• Update on Placing the *Consumer Guide* on the NaCCRA and AARP websites: Donna was finally successful in getting it placed on the NaCCRA website. However, it is not listed with similar guides, and difficult to find. The director of NaCCRA said that would be corrected when the website is revised. Since Rick has received no response from AARP Washington, he is going to contact the national office.

•Draft Strategic Plan: A draft was created by Laura (coordinator), Donna, Rick, and Carlos, and circulated to the board. Considerable discussion occurred about what should be in the Vision, Mission, and Goals. WACCRA should not assume that residents will be making decisions but that they should collaborate in the decision-making process having access to prerequisite information from a transparent management. WACCRA’s role with regard to the resident councils also needs to be clarified. Nickie commented that it looks more like an action plan rather than a strategic plan which presents opportunities, risks, strengths, and weaknesses in a section that precedes the current content. **Donna asked Nickie to draft this section, and Carlos agreed to review it.** **Everyone should send their thoughts about the plan to Laura by Friday, May 27**. A revised plan will be considered at the June meeting.

• Updates on *Commitment to CCRC Practices*: Rick reported that Skyline is using the document for orienting new residents. He also said that it is important to stress collaboration with management in presenting the document.

NEW BUSINESS:

• Confirm nomination of Kim Hickman to the WACCRA Board of Directors: Kim was unanimously confirmed as a member of the board. According to the bylaws her membership will be reconfirmed by a vote at the Annual Meeting. (Previous non-residential members included Liz Tidiman (spelling?) and Orin Brustad.

• Organizing for the OIC Study: A draft plan was circulated prior to the meeting with duties laid out for each participant. These roles were reviewed with the clarification that Kim will be the project manager. **A motion was passed to authorize the oversight committee to make decisions on behalf of the board for the OIC study.**

New legislators will be coming in and will need to be updated. With Eileen Cody’s retirement from the Health Care Committee chairmanship, it was thought that Nicole Macri would assume that position. However, the representative from Spokane may chair the committee instead.

News-Mail discussion and options: Monica checked data through Go-Daddy and discovered that of the 923 News-Mails sent out, 915 were accepted. But of this number only 537 (about 60%) were viewed. Some concern focused on the News-Mails going to spam or other email boxes where they are not being read. Illegible handwriting of email addresses may also be a factor in non-delivery. Monica is concerned about how to best deliver the content, especially to CCRCs where there are few members. **Coordinators should send out the News-Mails to the residents in their facilities with a cover note stressing the importance of the subject being treated. Perhaps shorter, more targeted messaging should be used, especially as the OIC study progresses. WACCRA might also consider setting up a Facebook page.**

Items from Board Members: Donna has been in communication with the League of Women Voters as recommended by Judy Love.

Celebration of the OIC Committee’s Work: At 11:30 business was discontinued to celebrate the work of Carlos Caguiat, Kim Hickman, Orin Brustad, Putnam Barber, and Allan Affleck. (Put and Allan were not in attendance.) Donna read a statement of appreciation on behalf of all Washington CCRCs. Board members also expressed their appreciation.

The meeting was adjourned at 12:03. The next meeting is June 10, 10:00-12:00, by Zoom.

Respectfully submitted: Nickie Askov, Secretary