

## **CFA Meeting Minutes April 2, 2022**

A Cedars Family Association (CFA) meeting was held on Saturday, April 2, 2022 via ZOOM. The Meeting was called to order by CFA President Betty LeFevre at 2:10 PDT with 33 participants, including families and Cedars staff. Minutes from the December meeting were approved.

**CFA Treasurer's report - Anna Rosen:** CFA treasury balance is \$3,532.67. CFA collected and gave \$130,919 to the 2021 staff holiday bonus. CFA has had a great response to our request for donations. See last page for the full report.

### **Executive Director's Report – Chuck Greene**

COVID:

Cedars dealt with and overcame many ambiguities in protecting residents and clients during the Covid outbreak. For example, we don't know if extra expenditures due to Covid will be reimbursed. Also, Cedars staff has had to plan for many scenarios.

Some successes:

- Communication has improved, both for family and staff.
- From July 2019 through December 2021, there were no outbreaks
- Even when outbreaks occurred, the effect was minimal.
- Second booster shots are coming soon, and will be administered on campus.

Some of the downside:

- Many vacancies remain open, both for residences and staff
- Cedars has experience lost revenue to vacancies

Result of the vacancies has created a hole of \$1,000,000 in Cedars' budget. Most of the gap is due to residential vacancies, and staff overtime. The gap will be covered by the PPE loan and budget reserves.

RATE STUDY:

The new rate study has rolled out statewide. Group homes will see an increase in the hourly rate, but there is no increase for the main campus, at least not for the first year. Another oddity is that Community Connections will see a rate increase, but not the Fine Arts Studio.

Cedars is advocating for changes to the rate study so that all staff receive similar hourly rates. Chuck asks that families respond requests for action.

### **CLIENT ADVISORY COUNCIL**

Cedars has a new client advisory council: Eight clients across all Cedars programs and residents will meet regularly to discuss client issues and requests.

Mariana Abello, a member of the council, addressed the meeting. Mariana said the goal of the council is to make Cedars a better place for clients, and she is proud to service on the council

**Development Director Jeanne Lipson:** The Development department has two functions: fundraising and keeping Cedars in the public eye. One of the goals of the public portion is to look to the business community for support by asking them to sponsor events. You can see the

list of business sponsors on Cedars' website. Also, Artist Within is featured in the gallery in Tobey's Feed Barn in Point Reyes, and a few Cedars clients will participate in Marin Open Studios in May. Cedars Fine Arts will partner with Marin Humane to create art based on pet photos again this year.

COMING SOON: the Shake, Rattle, and Dance fundraiser in August!

On a sad note, it was announced that Jeanne will retire at the end of June.

**Three Cedars Staff members spoke about their experiences:**

**Kaeb Menker**, Director of Residential Health and Wellness: Kaeb was recruited for this position, and he decided to come to Cedars and meeting staff and residents. He has a strong health services team that coordinates health care health care for many clients.

**Frank Kimmeter**, Walter House Manager: Frank is a former special ed teacher who wanted to get back to working with a higher purpose. Frank says 'working at Cedars has made me a better person'. Frank also says that he has six strong families supporting which makes his job a little easier.

**Rachel Alvillar**, Supervisor at Peterson Hall: Rachel grew up in the special needs community, and finds Cedars a rewarding place to work. She says 'we love your family members', but at the same time, Rachel is also concerned with Cedars' aging population.

**CalABLE:**

Alan Reid, parent of a former Cedars client, explained the CalABLE program. This is a 529.A savings plan for anyone with a disability, and is similar the 529 plan for educational expenses. This money can be used for any expenses, and withdrawals are tax free. Eligible individuals, family, friends and employers can contribute up to \$16,000 per year. CalABLE accounts up to \$100,000 do not affect SSI benefits. Earnings on qualified withdrawals from a CalABLE account are federal and California state tax-free. The funds can be invested or kept as cash.

To open an account, visit the CalABLE website, [calable.ca.gov](http://calable.ca.gov)

If you have more questions, you may contact Alan at 415-871-7343

**ANNOUNCEMENTS**

- Families are encouraged to fill out the CFA survey
- Families are thanked for contributing to the CFA
- Photos from the holiday party will be available on the website soon.

Betty LeFevre adjourned the meeting at 3:15. Our next meeting will be in September.

## CFA Treasurer's Report

### Fiscal Year 1 October 2021 through 1 April 2022

<b>Fiscal Year Start 1 Oct 2021</b>	<b>\$14,064.99</b>	<b>Checkbook Balance at Beginning of Fiscal Year (includes \$10K advance donation to Staff Fund made on 09/31)</b>
Income: Donation to Capital Fund	\$1,200.00	From 15 donors (13 online; 2 offline)
Income: Interest	\$0.97	Bank Interest
Income: Final Amount of Donations to 2021 Staff Holiday Fund	\$41,378.00	From 66 donors: \$11,543 from 30 online donors \$39,835 from 36 offline donors
Income: Donation to 2022 Staff Holiday Fund	\$500.00	To be carried forward to 2022 Fund
<b>Total Income Fiscal YTD</b>	<b>\$43,078.97</b>	
Expense: CA Filing Fee for SI-100	\$0.00	Sec of State filing (\$25 underwritten)
Expense: 2021 Staff Holiday Fund	\$50,919.58	
Expense: Software Fees	\$488.42	Online Donations Software Charges
Expense: 2021 holiday party	\$553.29	Holiday Party: Reimbursement for Cedars expenses
Expense: Postage	\$0.00	Staff Fund donation thank you letters (\$40 underwritten)
Expense: Carry Forward of late Donation	\$0.00	\$500.00 To be donated to Staff Fund in December 2022
Expense: Legal Fees	\$675.00	Advice re restating Bylaws
Expense: Filing Fee	\$0.00	IRS Form 990-N / 199N (\$25 underwritten)
Expense: Filing Fee	\$25.00	CA Registrar of Charitable Trusts
Expense: Insurance	\$0.00	May 2022 policy D&O and Liability Insurance (anticipate \$1450.00)
<b>Total Expenses Fiscal YTD</b>	<b>\$52,661.29</b>	
	<b>\$4,482.67</b>	<b>Checking Account Balance as of 1 April 2022</b>

#### Summary of 2021 Staff Fund Efforts:

\$50,919.58 donated directly to CFA  
 \$70,000 contribution from The Cedars Board  
 \$10,000 donations sent directly to Cedars for the staff bonus fund

**\$130,919.58 Total** collected and given to staff in 2021