

CFA Meeting Minutes September 11, 2021

A Cedars Family Association (CFA) meeting was held on Saturday, September 11, 2021, via ZOOM. The Meeting was called to order by CFA President at 3:08 PM PDT with 30 participants, including families and Cedars staff. Minutes from the December meeting were approved.

CFA Treasurer's report - Anna Rosen: CFA treasury balance is \$4064.96. See last page for the full report.

Executive Director's Report – Chuck Greene

The budget for the next fiscal year is approximately \$12 million.

Fiscally, Cedars has moved from a position of financial scarcity to a more comfortable position. A major benefit is that Cedars can respond to urgent situations without worrying about financial consequences. For example, Cedars is likely to allot \$500,000 for deferred maintenance on several group homes. This improved situation comes from a variety of sources:

- Legacy gifts
- Forgiven PPP loan
- One of the group homes was sold.

Associate Director Cheryl White:

- Welcome to Maha Hadman, a new member. Her daughter will move into a Cedars residence soon.
- As part of our effort to include client input into our operations and to meet the Home- and Community-Based Services (HCBS) rules, Cedars has started a Client Advisory Council, where clients will offer information to Cedars board and staff.
- One representative from each day program, Ross Residences and Group Homes along with staff and board members to support and facilitate comprise the group.

COVID-19 update:

Cedars has had six new exposures since re-starting the day programs in June, and there have been a few exposures in residences. These are only exposures, and Cedars has tested all possible contacts. The use of BINAX (antigen) testing has enabled programs to remain open during the exposure events.

A new visitation policy went into effect on Thursday September 9. The biggest change is that Cedars will have to collect proof of vaccination or a recent negative covid test before visitors enter any Cedars site.

Cedars is working on getting booster shots for all vaccinated clients.

In response to a question, Cheryl said that no residents have required hospitalization since last summer.

Budget Update:

Thanks to consistent input from advocates, the new state budget passed with a fairly healthy boost to our system. Of note is that the rate study is to be implemented over the next five years, however we don't believe that this will close the gap between the cost of providing services and regional center income.

The exclusion of homes serving more than 6 residents from ANY increase remains in the State's plan. We continue to work with CDSA to advocate for a change to this policy, especially given the recent ruling from CMS about how the size of a facility doesn't influence quality. We will let families know when your advocacy is needed.

New Family Meetings:

Chuck and Cheryl will begin meeting with all new Cedars families soon, to welcome them to the organization. The CFA already reaches out to all new families.

Director of Development Jeanne Lipson: Cedars' fiscal year ends September 30. Cedars has exceeded fundraising goals for this year.

Fundraising is necessary because, each year, there is a \$13,000 gap per resident between income and expenses. That is, federal and state payments to Cedars do not cover all expenses.

Cedars opened an art show at Artist Within the night before. "It's Raining Cats and Dogs" is a collaboration between Marin Humane and Cedars artists. We saw a video comparing Marin Humane photos of dogs and cats and the Cedars artists' interpretation. You may watch the video here: <https://www.cedarslife.org/it-s-raining-cats-dogs>

Development Project Manager Katie Ladouceur: Shake Rattle and Dance is next Saturday, September 18. Fund raising will continue through Friday, September 17. So far, we have 330 donors, about 78% online.

Textile Arts Collaborative (TAC) Manager, Lauren Sockler: The three day programs are fully reopened, with over 99% vaccination rate at each facility.

- Clients at TAC are all wearing masks, but maintaining social distancing is an issue. Hours are 9-1 rather than the normal 9-3 to allow clients to eat and gather outdoors. TAC has air purifiers, thermometers, and PPE in every room.
- This winter, we hope the TAC stays open, but there could be issues with social distancing as everyone will be inside.
- A consensus of families in attendance agrees that Cedars staff is doing everything possible to keep clients safe, and supports day programs staying open this winter.

The highlight of the year is the TAC remodel. The old facility had small rooms, including a small kitchen and dining room. The new building has larger rooms, providing more opportunity for social distancing. There are larger windows making the whole place much brighter. Also, there are many new fixtures like cabinets, lockers, tables, etc, donated by Cedars families.

New Business presented by Betty LeFevre, CFA President:

- We held an election for new officers. The officers from last year volunteered to serve another year and were elected by a show of hands, with no objections: President, Betty Lefevre; Vice president Carla Greenwald; Treasurer Anna Rosen; Secretary Sam Darby, and Members-At-Large Jeanne Korn and Mag Caramucci.
- We are currently bound by our old bylaws to six members of the board, with no option for committees. This is a major priority for writing new bylaws.]
- Anna Rosen is leading the research for new CFA bylaws. Our current bylaws are incomplete, and some are out of step with modern rules for non-profits.
- Jeanne Korn has been working with an outside firm, Elevatus Training, to present a workshop on relationships, sexuality, and developmental disabilities this winter. The workshop is for families rather than clients. Watch your email for a meeting invitation.

The meeting was adjourned at 4:35 PM.

ADDENDUM: Lauren Coleman spoke briefly about her sister Patty. After 49 years, Patty has had to move out of Peterson Hall and into a new facility, due to dementia. Lauren thanks the Cedars community for support and friendship all these years.

CFA Treasurer's Report

Fiscal Year 1 October 2020 through 11 September 2021

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| Fiscal Year Start 1 Oct 2020 | \$6,824.11 | Checkbook Balance at Beginning of Fiscal Year |
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| Income: Dues | \$2,115.00 | 60 Dues-Paying Families |
| Income: Interest | \$1.34 | Bank Interest |
| Income: Final Amount of Donations to 2020 Staff Holiday Fund | \$31,905.00 | From 56 donors |
| Income: Carry Forward of Late Donations To 2020 Staff Holiday Fund | \$515.00 | To be paid out December 2021 |
| Income: Pass the Hat | \$0.00 | No hat this year |
| Total Income Fiscal YTD | \$34,536.34 | |
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| Expense: CA Filing Fee | \$25.00 | Sec of State filing |
| Expense: 2020 Staff Holiday Fund | \$35,420.00 | Includes \$3,515 in post-cutoff donations 2019 |
| Expense: 2020 holiday virtual event | \$151.86 | Copies; cuties; etc. |
| Expense: 2020 holiday virtual event | \$278.63 | Goodie bags to 200+ clients - hand delivered or mailed |
| Expense: 2020 holiday virtual event | \$0.00 | Elf hats, bells, gelt, handmade cookies, games, etc. (\$600+ underwritten) |
| Expense: Stop Payment Bank Charge | \$30.00 | For check lost in mail |
| Expense: Postage | \$0.00 | Thank you letters for Staff Fund donations (\$39.80 underwritten) |
| Expense: Filing Fee | \$0.00 | IRS Form 990-N / 199N |
| Expense: Filing Fee | \$0.00 | CA Registrar of Charitable Trusts (\$25.00 underwritten) |
| Expense: Insurance | \$1,390.00 | D&O and Liability Insurance |
| Total Expenses Fiscal YTD | \$37,295.49 | |
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| | \$4,064.96 | Checking Account Balance as of 11 September 2021 |

Summary of Staff Fund Efforts:

\$31,905 donated directly to CFA

\$ 3,515 carry over from 2019 (post-cut off donations)

\$35,420 total from CFA

\$60,000 contribution from The Cedars Board

\$7,438 donations sent directly to Cedars for the staff bonus fund

\$102,858 Total collected and given to staff in 2020