



Londonderry Village

BOARD OF DIRECTORS MEETING

June 4, 2025

Stoneback Pavilion

8:30 AM

A G E N D A

Meeting Opening: **15 mins.**

Welcome Steve Tilley, Chair

Opening Prayer Tom Kettering

Approve Minutes of May 7, 2025

Reports: **30 mins.**

Board Chair Updates Steve Tilley

Charitable Giving by Board Members

Board Seat Opening

Processes for CEO Mid-Year Performance

Leading Age PA Conference

Financial Report Henry Brubaker

Discussion of Risk

Operations Report Jennifer Ginder

Status of Green House Reopening

Affiliation & Project Cocoa Steve/Alicia

Committee Updates: **45 mins.**

Strategic Planning Committee Wendie Di Matteo-Holsinger

Finance Committee Tom Shenk

Development Committee Dennis Gingrich

Resident Life & Health Committee Ray Flagg

Human Resources Committee Tom Kettering

Next Meeting: **September 3, 2025 8:30 am**



Londonderry Village

A COMMUNITY ROOTED IN BRETHREN VALUES

President's Report - June 2025

- We have instituted a new communication tool, known as the Londonderry Lowdown. This document provides leadership with a snapshot of a change and the related messaging. One of these documents has been provided for your reference.
- Lisa Thomas and Olivia Harris hosted a beautiful Mother's Day Tea and Butterfly Release on May 17th. Luckily, the weather was perfect this year and both events were well attended. We estimate over 100 guests attended the butterfly release and about 60 attended the tea party.
- Designs have begun on updating the common spaces in Personal Care. A survey was conducted with PC residents to ascertain what they use the spaces for and what amenities they would like to see in the new spaces. Meetings have been held with the PC Administrator, Kaitlyn Fetter, to review the results and determine renovation options. Changes to the space include replacing the dated common area furniture, creating a dedicated library space, and renovating a laundry room into an arts and crafts room. These upgrades are conservative investments to improve the resident experience and neighborhood appearance, which will hold us over until larger improvements can be made in future years.
- The marketing and recruitment efforts continue to attract staff for the two offline Green Houses. We are struggling to hire the necessary staff and are working on a plan to transition current staff from the Leffler neighborhood to the Green Houses. This plan will be discussed at the meeting.
- We are continuing to work through changes to the site plan for phase 2 and 3 of Fox Run based on comments from the County. We are working to maintain our momentum through the approval process by adjusting the phasing of the units to closely match the former site plan that was submitted.
- A summer intern was hired to support the revamping of the Uniquet resident communication app. The app has not been consistently updated and this intern will work to remove dated information and develop a new process for updates.
- We continue to work with Morrison to make improvements to the dining program at Londonderry Village. Morrison has recently presented some new menu options and changes to the operating hours of Seasons. We are working through staffing

changes and budgetary impacts of these changes. We recently lost our Executive Chef and are working to replace that key role.

- Insurance representative, Mike Landis from Balsbaugh Insurance Agency, has held office hours at Londonderry Village for many years (several decades). Consistent with the solicitation policy of Londonderry Village, the reserved space and designated hours for this outside business will be discontinued July 1, 2025. This information was presented to the residents at the last Village Insider meeting and will be placed in the June newsletter.
- The census information for Londonderry Village is listed below:

Londonderry Village Master Census

Updated: 5/27/25

Independent Living	Actual Number of Units Occupied	Number of Units Available	Percentage of Units Occupied	Number of Residents
100 Cottage Dr Apt - Ardley	35	42	83.3%	38
200 Cottage Dr Apt - Crofton	34	36	94.4%	36
100 Community Circle - Royer Garden	11	12	91.7%	13
200 Community Circle - Royer West	12	13	92.3%	17
300 Community Circle - Wayland Garden	22	22	100.0%	25
Wheaton	33	36	91.7%	45
Kettering Court Cottages - Alcott	2	14	14.3%	2
Cottage Court - Carlton	22	23	95.7%	29
Duplexes - Hamlin & Livingston	172	175	98.3%	266
Fox Run - Homes	11	11	100.0%	18
Fox Run - Villa Apt.	11	12	91.7%	16
Independent Living Totals:	365	396	92.2%	505
Personal Care	Number of Beds	Number of Beds Available	Budgeted Number of Beds Occupied	Number of Residents
Personal Care	39	38	102.6%	39
Bartlett Haven	0	0		
Personal Care Totals:	39	38	102.6%	39
Nursing Care	Number of Beds	Number of Beds Available	Budgeted Number of Units Occupied	Number of Residents
Green Houses	40	40	100.0%	40
Leffler Care	22	33	66.7%	22
Nursing Care Totals:	62	73	84.9%	62
				606

BOARD OF DIRECTORS MEETING

May 7, 2025

The Londonderry Village (LV) Board of Directors met on May 7 at 8:30 a.m.

Board Chair Steve Tilley opened the meeting.

George Porter led the group in prayer.

In Attendance

Members Attending: Chair Steve Tilley, Tom Shenk, Ray Flagg, Dr. Dennis Gingrich, Keith Wagner, George Porter, Tom Kettering, Dick Hann, Chet Rose, Mike Swank, Craig Moyer, Bob Fortna, Bonnie Wampler.

Attended via zoom: Jim Williams

Staff in attendance: Alicia Titus, Henry Brubaker, Francis Glynn, Jennifer Ginder

Absent: Wendie Dimatteo

Steve Tilley - Approval of Minutes – April 2, 2025

Minutes approved unanimously. **< Approved Unanimously >**

Meetings will now be held in the Stoneback Pavilion due to the growth of the Board.

Financial Report: Henry Brubaker, Chief Financial Officer

Henry reported the March 2025 financial report.

- Total Net for the month of March: \$87,000 positive over budget.
- Operating Expenses: \$30,000 over budget, YTD 206K over budget.
- Non-Operating: Losses of \$500,000 in the month of March.

Census

- 69 Nursing
- 37 PC
- 95% occupied in IL residences

Liquidity & Debt Capacity

- 458.3 Days cash on hand

Snapshot on Staff, in the month of March:

- Hired 22 new staff members, 15 terminated
- 135 Nursing Agency Hours

Presidents Report: Alicia B. Titus, President & CEO

Leffler Dilemma Update:

- We have received a preliminary cost estimate for the construction of a new nursing building to replace Leffler. The preliminary sketch was done by Beers + Hoffman. The estimate is over \$5.6 million to convert the Royer Garden building to nursing because of the need to increase the fire rating of the building. The cost estimate for the new build was around \$6.2 million, but the design

isn't exactly what we are looking for and we are continuing to explore options with the design and location on campus.

- Alicia noted that she is looking to change architects. We have had some preliminary meetings with RLPS to explore our options. We have interim plans to lightly renovate Leffler while we relocate our long term care residents during the move of some residents to Green Houses.
- Bonnie asked if there is a master plan for LV. Alicia said there was one in 2016, but Leadership is working to refresh that to make sure that the future strategic plan and a newly designed master plan are coordinated.

Reopening Greenhouses

- Working to hire staff (nursing is a revolving door) and we are still struggling to attract staff.
- We are preparing the Green Houses which has included added artwork/decor, and stocking and cleaning the homes.

Reopening Kettering Court

- Working to sell the units. Marketing is calling prospects in the next few weeks. Francis's team is coordinating renovations including updating siding and external elements.
- We are excited to open up Kettering court, which gives the opportunity to offer less expensive housing for people that wouldn't be able to afford any of the other options.

Motion: To rescind the previous Kettering court policy that placed a moratorium on filling those cottages.: < Approved Unanimously >

Motion: Amend the motion of February 5, 2025 that specified the moving of residents from Royer Garden West to Kettering Court Units. < Approved Unanimously >

This is the full motion from February 2025; only #2 has been amended. The remaining statements are valid. "Start the process of the Solution to the Leffler Dilemma Plan and to recommend to the Board: 1. Hire and train personnel necessary to operate the two vacant green houses and then to populate them with skilled nursing residents. 2. Facilitate the transfer of Royer Garden West residents to vacant Kettering Court units and other available apartments. 3. Fill Leffler with additional skilled nursing residents then admit external patients."

Francis Glynn: VP of Facilities & Strategic Projects

Fox Run Update

- Phase 1 Villa "B" (#2) has now started construction.

Tyler Weaber: VP of Marketing & Talent

- 7 or 8 units open units on founder's campus
- We are working to fill the 12 villa units that are currently being built
- 10 units that will be opening up in the next couple weeks
- There will be about 40 units opening up soon so the marketing team will be splitting up to maximize sales.
- The examiner program takes the national data from other CCRC's. It looks at assets, incomes, and takes that data and shows a score for each individual. It will give us information regarding the potential need for the prospect to access benevolent care

- Dr. Gingrich emphasized the need to remember our contributing churches and all that they do for us now when they do apply.
- A waitlist approved person is notified that all approvals are on condition that their financials can handle current prices.
- 6 or 7 residents are currently using benevolent care in PC. This program will allow us to forecast this utilization.

HR Report

HR's New Office Space

- Team should move in the next few weeks. Orientations will begin later in July. Orientations will be in the new training area that will be a great first impression for new employees.

HR Trends Report

- Recruitment ads on Instagram, Facebook, and LinkedIn for all nursing positions.
- Paying for sponsor ads on indeed for CNAs & LPNs
- Received 302 Applications for all positions in the month of April.
- To be fully staffed in Nursing: need 12 CNAs, 6 LPNs , and 2 PT Nurse Managers.
- New career webpage that Eve is working on for in house use, starting in June.

Jennifer Ginder: Chief Operating Officer

- Jen is currently working with Penn State on a grant related to using dopler to assess fall risk for residents 65 and older. They need at least 250 residents to participate, if the grant is approved. Jen won't hear more about it until December.
- Jen was invited to participate on Lebanon Village College's Nursing Program advisory panel. LVC originally wanted to send students here in the nursing rotation, but they rescinded because they thought we offered home care. They have agreed to work with us, but we are still advocating for a senior living rotation in the curriculum. In spring, they will be sending students to PC to work on getting resident history.
- The current assistant nursing director is getting the last of her credentials and training to move into the Director of Nursing role.

Finance Committee: Tom Shenk

- Met on April 22.
- Watched an Everence presentation.
- 22.5 million dollars this quarter. The discussion morphed into a conversation about possibly using some of the invested funds into other projects.
- Malcom Minnick helped settle the loan with Villa B.
- \$3.2 million of entrance fees that will be released eventually.

Strategic Planning Committee: Wendie Dimatteo - Holsinger

- Contacted the Smith Family, they're not willing to sell at this time. He is willing to still meet with Alicia.

Development Committee: Dr. Dennis Gingrich

- Buddy recognition dinner had almost 100 attendees. Buddy Wall is outside of the pharmacy.
- Butterfly Release is May 17th

- May 20th meeting will discuss the events and the possibility of dropping some events.

Resident, Life & Health: Ray Flagg – did not meet

- Significant conversation about the worship center's update (new chairs and paint)
- Concerns about the IT department and that they are overworked.
- Discussed Dumpster Audit and the repositioning of trashcans around campus.
- Talked about safety bars in showers
- Smoking policy.

Human Resources: Tom Kettering

- Medical Plan Audit

Other:

- Board education opportunity: A conference, June 11-13. Alicia will be sending some more information. June 10th is a lobbying day at the capital steps. It is open to Board member participation.

Next Board Meeting: June 4, 2025 in Stoneback Pavilion (Zoom option available)

Meeting adjourned at 10:33am

Respectfully submitted,

Olivia Harris, Recording Secretary



Care Compare Five-Star Ratings of Nursing Homes
Provider Rating Report for May 2025

Ratings for Lebanon Valley Brethren Home (395437) Palmyra, Pennsylvania			
Overall Quality	Health Inspection	Quality Measures	Staffing
★★★★★	★★★★★	★★★★★	★★★★★

The Five-Star ratings provided above will be displayed for your nursing home on the Care Compare website on or around May 28, 2025. The health inspection rating incorporates data reported through April 30, 2025. The time periods for each of the quality measures that contribute to the Quality Measure (QM) rating can be found in the QM tables located later in this report. The staffing rating is based on payroll-based journal (PBJ) staffing data reported through the fourth calendar quarter of 2024.

Helpline

The Five-Star Helpline will operate Tuesday - Friday **May 27 - 30, 2025**. Hours of operation will be from 9 am - 5 pm ET, 8 am - 4 pm CT, 7 am - 3 pm MT, and 6 am - 2 pm PT. The Helpline number is 1-800-839-9290. The Helpline will be available again **June 23 - 27, 2025**. During other times, direct inquiries to BetterCare@cms.hhs.gov as Helpline staff help respond to e-mail inquiries when the telephone Helpline is not operational.

Important News

Influenza vaccination measures.

Beginning in April 2025, only the 4-quarter average value for the long-stay and short-stay influenza vaccination measures are displayed in the preview reports (the individual quarters are grayed out). These measures are found in the table containing quality measures that are not included in the QM rating (measure names: Percentage of residents assessed and appropriately given the seasonal influenza vaccine – long and short-stay). This change is intended to better reflect the specifications and timeframes for the measures, which are calculated annually for the prior year's flu season. Note that the measure specifications themselves have not changed. Also note that these measures will update annually in October beginning in 2025.

Health Inspections

The Five-Star health inspection rating listed on the first page of this report is based on three cycles of survey data and three years of complaint and focused infection control inspections and incorporates data reported through April 30, 2025.

Your Health Inspection Rating

Provided below are the survey dates included in the calculation of the health inspection rating for your facility. The dates listed include standard survey dates as well as dates of complaint inspections and focused infection control inspections that resulted in deficiencies. For more detailed information about the deficiencies cited on each survey, please visit: <https://data.cms.gov/provider-data/>. This website updates on the same day as the Care Compare website. Any additional revisit points can be found in the 'Provider Information' table at the link provided above.

Health Inspection Rating Cycle 1 Survey Dates:

January 23, 2025

Health Inspection Rating Cycle 2 Survey Dates:

January 11, 2024

Health Inspection Rating Cycle 3 Survey Dates:

February 9, 2023

Total weighted health inspection score for your facility: 1.3

State-level Health Inspection Cut Points for Pennsylvania				
1 Star	2 Stars	3 Stars	4 Stars	5 Stars
>111.67	60.68-111.67	28.01-60.67	7.34-28.00	0.00-7.33

Please note that the state cut points are recalculated each month, but the total weighted health inspection score for your facility is compared to the cut points only if there is a change in your score.

BACKGROUND

Insurance representative, Mike Landis from Balsbaugh Insurance Agency, has held office hours at Londonderry Village for many years (several decades). Consistent with the solicitation policy of Londonderry Village, the reserved space and designated hours for this outside business will be discontinued July 1, 2025.

AT A GLANCE

- Londonderry Village does not provide spaces for outside businesses to solicit residents or offer goods or services. Londonderry Village should not offer opportunities to outside businesses that could be perceived as being preferential or opportunities for solicitations.
- Mike Landis has provided a valuable service to residents and staff members. He may continue to provide these services to LV residents as he wishes, but LV will not be reserving space for these activities. We can refer residents to contact him or other insurance agencies if they have insurance questions.
- This decision was not based on any specific actions of Mike Landis. This decision was governed by existing solicitation policies of Londonderry Village.
- This change will be announced at the ILC Village Insider meeting on Monday, May 19.

LEADER EXPECTATIONS

- Leaders and staff within LV are expected to represent this change professionally and positively in any interactions with residents about this matter.
- Please express appreciation to Mike Landis for his many years of service to LV residents.

Questions/Concerns? Contact:

Henry Brubaker, CFO

Staff Use Only — Not for Distribution:

This document is intended as an internal reference guide for Londonderry Village staff. It provides background information and talking points to help you confidently and consistently answer questions from residents, families, or fellow team members regarding new or updated campus policies. Please do not distribute or hand this document out. Use it as a resource to guide conversations and ensure clear communication.