



Londonderry Village

BOARD OF DIRECTORS MEETING

May 7, 2025

Stoneback Pavilion

8:30 AM

AGENDA

Meeting Opening: 15 mins.

Welcome Steve Tilley, Chair

Opening Prayer George Porter

Approve Minutes of April 2, 2025

Reports: 30 mins.

Financial Report Henry Brubaker

Operations Report Jennifer Ginder

President's Report

General Strategic Projects Update Alicia Titus/Francis Glynn

HR Trend Update Tyler Weaber

Board Educational Opportunities Alicia Titus

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: June 4, 2025 8:30 am



Care Compare Five-Star Ratings of Nursing Homes

Provider Rating Report for April 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 April 30, 2025. The health inspection rating incorporates data reported through March 31, 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 Monday - Friday **April 28 - May 2, 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 **May 27 - 30, 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

There is no important news for this refresh.



President's Report - May 2025

- We had two very successful events in the past couple weeks, the Volunteer Recognition Luncheon and the Buddy Society Dinner. Both events were well attended and served to celebrate and thank those who contribute to the mission of Londonderry Village!
- National Nursing Home Week is May 11 – 17 and we have several staff related perks scheduled for the week. I have attached a flyer of upcoming events for your reference.
- Construction is nearly complete on the new HR office and training space. This area will allow for larger more engaging orientation and staff training. Tyler and the HR team are also working on revamping the current two-day orientation to improve the experience and on boarding process. The marketing campaign has been running and we are making progress hiring for the Green Houses - Tyler will be giving an update on trends at the meeting.
- We hosted the leadership team from Menno Haven on our campus last week and showcased our Green Houses and new Fox Run product. We visited their campus weeks ago to see their short-term nursing building. This has been a valuable exchange of information and camaraderie.
- We are continuing to analyze the site plan for phase 2 and 3 of Fox Run. Akens Engineering and Ken Funk continue to support changes to the existing plans. We have received some preliminary plans from the County, but are still working on final unit count and phasing before proceeding to a final site plan recommendation.
- We have begun to focus on refreshing some of the common areas around campus and recently put a notice in the IL newsletter stating: *"In preparation for ongoing renovations, LV Management will begin a cleanup and decluttering of our shared spaces, including the Snell Community Center and all common areas within the apartment buildings. To help with this effort, we kindly ask that all personal items, furniture, wall décor, and similar belongings be removed by May 15th. Also, we are forming an Aesthetics Committee comprised of team member and residents to solicit feedback during selected renovation projects. We are looking for three resident volunteers to join us in in this committee to help make decisions and champion the changes that will be happening around campus. If you're interested in being part of*

this committee, please contact Sandra at the Snell Community Center (ext. 3058) to put your name in for consideration. Thanks, Londonderry Village Leadership Team”
 This notice created some misinformation being circulated around the community. We have met with several groups to provide accurate information and calm anxiety. Additional communications and feedback sessions will be planned as renovations begin.

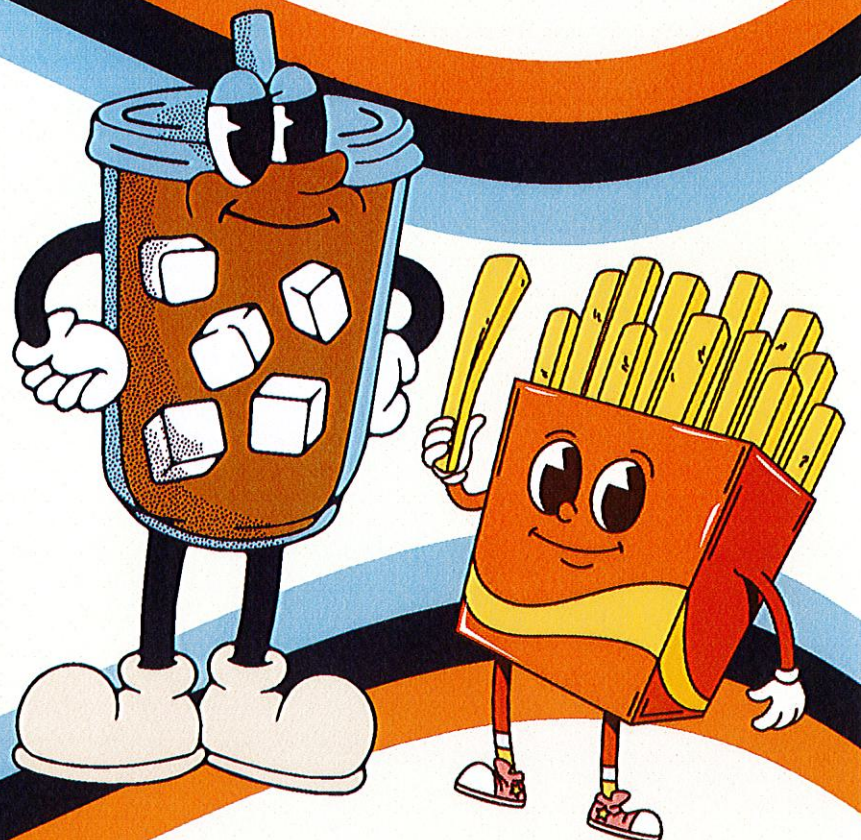
- We are actively working with Morrison to make improvements to the dining program at Londonderry Village. Morrison has recently presented some new menu options and changes to the operating hours of Seasons. We are working through staffing changes and budgetary impacts of these changes. We expect to implement some changes by mid to late summer.
- The census information for Londonderry Village is listed below:

Londonderry Village Master Census.

Updated: 4/1/25

Independent Living	Actual Number of Units Occupied	Number of Units Available	Percentage of Units Occupied	Number of Residents
100 Cottage Dr Apt - Ardley	38	42	90.5%	42
200 Cottage Dr Apt - Crofton	35	36	97.2%	37
100 Community Circle - Royer Garden	10	12	83.3%	12
200 Community Circle - Royer West	13	13	100.0%	18
300 Community Circle - Wayland Garden	22	22	100.0%	25
Wheaton	35	36	97.2%	49
Kettering Court Cottages - Alcott	2	14	14.3%	2
Cottage Court - Carlton	22	23	95.7%	29
Duplexes - Hamlin & Livingston	170	175	97.1%	262
Fox Run - Homes	11	11	100.0%	18
Fox Run - Villa Apt.	11	12	91.7%	16
Independent Living Totals:	369	396	93.2%	510
Personal Care	Number of Beds	Number of Beds Available	Budgeted Number of Beds Occupied	Number of Residents
Personal Care	36	38	94.7%	36
Bartlett Haven	0	0		
Personal Care Totals:	36	38	94.7%	36
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	31	33	93.9%	31
Nursing Care Totals:	71	73	97.3%	71
				617

NATIONAL NURSING HOME WEEK EVENTS MAY 11 – MAY 17



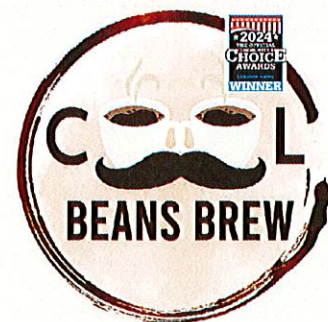
MONDAY, MAY 12TH

THE COOL BEANS BREW TRUCK WILL BE ON CAMPUS!

📍 LEFFLER VISITOR PARKING LOT

🕒 7:00 AM – 10:00 AM & 🕒 3:00 PM – 6:00 PM

STAFF ARE INVITED TO STOP BY AND GRAB
YOUR FAVORITE DRINK ON US!



THURSDAY, MAY 15TH

JOIN US FOR A DELICIOUS DAY OF FOOD AND FUN!

🕒 10:30 AM – 1:30 PM

📍 GREEN HOUSE TURNAROUND PARKING LOT

ENJOY LUNCH FROM:

PHILLY CHEESESTEAK ON THE ROLL & CHUBBY UNICORN FOOD TRUCKS

🕒 6:00 PM – 8:00 PM

📍 LEFFLER VISITOR PARKING LOT

CHUBBY UNICORN WILL RETURN FOR AN EVENING SERVICE!

ALTERNATE ARRANGEMENTS HAVE BEEN MADE FOR NIGHT SHIFT STAFF.



BOARD OF DIRECTORS MEETING

April 2, 2025

The Londonderry Village (LV) Board of Directors met on April 2 at 8:30 a.m.

Board Chair Steve Tilley opened the meeting.

Dr. Gingrich led the group in prayer.

In Attendance

Members Attending: Chair Steve Tilley, Craig Moyer, Bob Fortna, Dick Hann, Tom Kettering, Tom Shenk, Chet Rose, George Porter, Wendie Dimatteo, Dr. Gingrich, Ray Flagg.

Attended via zoom: Bonnie Wampler, Jim Williams

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

Absent: Keith Wagner, Mike Swank, Tyler Weaber, and Jennifer Ginder

Steve Tilley - Approval of Minutes – March 5th

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 February 2025 financial report.

- Census in Nursing is 73, PC 39.
- Operating expenses right at budget, \$7,000 over.
- Net Operating: \$356,000 compared to the budget amount of \$435,000
- Net Non Operating: Development activity: increased \$4,000 in February
- Net (Green Line): \$53,000 for the month of February. \$12,000 less compared to the budgeted \$89,000.

Liquidity & Debt Capacity

- 458.9 Days cash on hand
- 1.3 million ahead of budget

Snapshot on Staff

- 14 employees joined the team, 11 left.
- Nursing PPD: 4.43
- 228 Agency hours
- 1,411 overtime hours.

Operations Report: Jennifer Ginder, Chief Operating Officer

Absent from meeting

- Jenn has since created a plan of correction due to the one survey that had some issues.
- Update on Nursing Care: cases of RSV in nursing but all cases are resolved now.
- March CMS rating is still 5 stars in all categories.

Barteit Haven: A personal care level, locked unit

- Francis reported that he is working through licensing and has ran in a bit of a snag.
- Working to get access control system up and running to get approval.
- Once the control system is running, will need one last inspection then Barteit Haven residents will be able to move in. There are 10 residents slated to move in.
- The open house was very successful, and more people came than anticipated.

Presidents Report: Alicia B. Titus, President & CEO

Update on Leffler

- The proposed solution was to renovate Royer Garden and reassess from there. Alicia noted that to meet nursing care standards, updates such improving the fire rating would be necessary. The Leadership Team had initial conversations with Beers + Hoffman, who estimated the cost could be as high as \$5.6 million. Alicia said the current plan is to look at constructing a new building instead. She also mentioned that the existing units have been difficult to market.
- Steve added that the motion passed in February regarding Royer Garden will need to be revised.

HR Suite/ Office Updates

- Alicia shared concerns about the current orientation process, noting that new employees are being welcomed in a dull, windowless room due to the lack of a dedicated training space on campus. To address this, Leadership has begun remodeling the former Village Arts Center (previously the woodshop) into a centralized training and onboarding area. The plan includes four offices for the HR team and a designated nursing mother's space. Alicia also shared design renderings of the planned renovation.
- The new administrative office suite will include Henry, Jenn, Alicia, Tyler, and Francis. Bringing Leadership together in one location will make it easier for both staff and residents to access support.

Francis Glynn: VP of Facilities & Strategic Projects

Fox Run Update

- County's 1st round of comments may be received by April 15.
- The current sketch of Phase 2 & 3 combined has approximately 110 total IL units.

Villa Building

- Francis shared that, as of Monday, Fulton Bank has officially approved the loan.
- The goal is to begin construction by mid-April.
- Alicia noted that once things progress further, the Board will receive an update.
- Dr. G inquired about amenities such as the café and dining space. Alicia shared that the Leadership Team has discussed the idea of including a second set of amenities, such as an auditorium or pool, that could serve as a central hub for residents and provide space for meetings.
- Francis added that once Londonderry Village begins communicating about this project, it will be important to clearly state that all amenities will be open to all residents, across the entire campus. Craig pointed out that transportation between Fox Run and the main campus will need to be considered. Alicia agreed and said they are thinking about how to incorporate resident input into decisions around which amenities to include.
- Alicia also shared concerns about the working relationship with SFCS, stating that it has not been going well. She felt their approach has not been aligned with Londonderry Village's vision. As a result, the Leadership Team will begin engaging with other potential partners.

- Alicia emphasized that they intend to maintain the aesthetic of Fox Run Phase 1. Francis added that Funk & Sons and Mike Swank have been incredibly dedicated and continue to work hard to keep the project moving forward.

Finance Committee: Tom Shenk

- The committee met on March 18.
- The recent audit was completed, and Baker Tilly reported no significant issues or unusual audit challenges.
- Tom thanked Henry and the Finance Team for their excellent work.
- Financing for Phase 1 of Hybrid 2 has been approved through bank financing.

Strategic Planning Committee: Wendie Dimatteo - Holsinger

- Wendie gave an update on moving forward with the potential discussions related to future land purchase.

Development Committee: Dr. Dennis Gingrich

- Anticipating to do a pickle ball tournament which may be in replace of golf tournament. This would not happen until next year.
- In the process of potentially planning an annual Gala Event.
- Buddy Dinner – April 29

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

- Did not meet yet.

Human Resources: Tom Kettering

- Tom reported that Paycom became live on Sunday.
- Marketing and HR are working together to get staffing for the two greenhouses by July.
- Shared ICDG Document for board to review.

Other:

- There are currently 6 residents that have subsidized pricing (using the Good Samaritan Good).
- Francis brought up the idea of possibly relocating the Board Room. Bonnie asked if the café or Seasons spaces are ever used for meetings. Alicia said the Leadership Team has been using the private dining room for that purpose.
- Alicia said she'd like to reduce office space where possible to create more room and opportunities for residents. Chet asked about the current hours for Seasons and whether it could be open more often or for longer hours. Alicia shared that the Leadership Team is already having that conversation.
- Alicia also mentioned that the café currently serves mostly microwave and oven-prepared food, and she'd like to improve the dining experience for residents. Morrison is scheduled to meet with the Leadership Team to explore options, and Alicia is hopeful there will be an in the next few months.

Next Board Meeting: May 7, 2025 in Stoneback Pavilion (Zoom option available)

Meeting adjourned at 10:33am

Respectfully submitted,
Olivia Harris, Recording Secretary