

Minutes

GHBC Finance Committee Meeting

March 13, 2024

The meeting was called to order by Chair Norman Hicks at 3:05.

The chair noted that the recently drafted “Frequently Asked Questions by Residents on Financial Issues” had been circulated to all staff and was well received. He thanked those that contributed to the document, particularly Bill Weber.

The chair then introduced John Cruz, Construction Project Manager for the three GL sites; GHA, GHBC and TVA. For GHBC, Cruz reviewed several current projects. Key points were as follows:

- GL is in the process of selecting a new overall design contractor for all three campuses.
- Main kitchen line replacement (\$250K estimate), now in source selection process.
- Rehab of clinic lobby request for proposals (RFP) should go out in April, with work to begin November; cost: \$38K for design, \$250K total.
- The G1 renovation is estimated at \$1.675M, of which \$348K is design cost, including acoustic design. This includes two phases: Phase 1: Media Room and the adjacent area (What Not shop, etc.) and phase 2: Auditorium. This will take an estimated 1½ years.
- Renovations in Assisted Living are estimated at \$1.61M including the Terrace and nurses’ station.
- An RFP for a design contractor for all dining venues for the next five years is being prepared.
- Bistro redesign is likely in the medium-term future.
- Proposals for increasing the size of the second floor living room are due in July; design cost \$146K.
- Brief discussions were held regarding the functionality/appearance of Crossroads elevators and future Crossroads second and third floor upgrades.

A committee member recommended that some residents be included in the above efforts. Mr. Cruz agreed and said that had already been planned. Several committee members expressed a desire for more information on how construction priorities are established. It was also suggested that a resident from each campus be included in the selection of the overall design contractor.

Questions arose on the G1 design, and the location of the auditorium stage. Cruz explained that auditorium stage cannot be totally movable, due to doors that cannot be blocked.

The chair thanked Mr. Cruz for his work and spending time with the Committee.

The chair indicated that he was still seeking someone to be recording secretary. A Committee member stated that many committees have failed in recruiting recording secretaries and suggested that the Foundation might fund a part-time employee for this. The chair expressed concern that someone from the outside would not be able to do the job, especially if it meant being the recording secretary for all committees. An alternative suggested was for committees to publish only action items, not full minutes.

The Committee discussed the agenda for the next (April) meeting. It was agreed that the new head of Goodwin House at Home be invited as a guest speaker.

Meeting adjourned at 4:06.

WK /NLH
March 18, 2024