



*The Lewinsville Retirement Residence, Inc.*

*Annual Meeting Agenda*

**November 15, 2020**

**Invocation**

**Proof of Meeting Notice**

**Secretary's Report: Minutes 2019**

**Treasurer's Report**

**President's Report**

**Election of Directors -**

**Class of 2021**

*Sara Becker (Finishing Sally Robinson's term)*

**Class of 2023**

**William Chenault, (continuing), Dan Deyo, Alan Stevens (continuing)**

**Other Business**

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## Meeting Notice

Notice of LRR, Inc. 2020 Annual Meeting was done by the Lewinsville Presbyterian Church electronic communication, due to the pandemic.

*October 25, 2020*

*November 1, 2020*

*November 8 2020*

THE LEWINSVILLE RETIREMENT RESIDENCE INC. ANNUAL MEETING - will take place **November 15** virtually following the 11:00 a.m. worship service. As members of the Corporation, all parishioners of The Lewinsville Presbyterian Church are strongly encouraged to attend. Please come and learn about this major mission project of the church.

## **Mission Statements**



### **The Lewinsville Retirement Residence, Inc. Mission**

Provide an environment to improve the lives of older adults while contributing to their continued independence.

### **Corporate Mission**

On a non-profit basis, to provide housing and related facilities, programs, and services especially designed and created to meet the needs of older adults, without regard to their racial, ethnic, social, political, or religious backgrounds, and to contribute to their health, security, happiness, quality of life, and well being.

## Governance

### **Owner/Sponsor**

The Lewinsville Retirement Residence, Inc.

### **Principal Office**

1515 Great Falls Street  
McLean, Virginia 22101

**Incorporated:** 1975

### **Membership**

Corporation Membership consists of active members of the Lewinsville Presbyterian Church, McLean, Virginia. The affairs of the Corporation shall be governed by a 9-member Board of Directors.

## Board Of Directors

### **Officers**

Pattie Gunter.....*President*  
Roy Siple.....*Vice-President*  
Sara Becker.....*Secretary*  
Robert Gottke.....*Treasurer*

### **Directors**

William Chenault  
Connie Church  
James Foster  
Erik Kloster  
Alan Stevens

## Annual Meeting Minutes 2019

The Lewinsville Retirement Residence Inc.  
Annual Meeting  
November 17, 2019

### Board Members Present:

Erik Kloster (19), Bill Chenault (20), Sallie Robinson (21), Alan Stevens (20), Roy Siple (21), Pattie Gunter (19), Tom Waldrop (19), Bob Gottke (20), Connie Church (21)

Board Members Excused: not applicable

The Lewinsville: Courtney Nuzzo, Administrator; Laurel Kelly, Assistant Administrator

Goodwin House: Richard Carter, CFO

### Call to Order:

President Pattie Gunter called the Meeting to order in the Lewinsville Church sanctuary at 12:17 p.m. She noted the presence of a quorum and referred to the successive notices of meeting that have appeared in the Church bulletin. Pattie read the Mission for the Lewinsville Retirement Residence and the Invocation was delivered by the Reverend Scott Ramsey.

### Secretary's Report:

Upon motion made and seconded, the minutes of the November 4, 2018, Annual Meeting (which were included in the Annual Report passed out at this meeting) were approved unanimously.

### LRR Report:

Courtney Nuzzo stated "this year has brought opportunities, for advocacy and community collaboration, creating a community of unity." She went on to provide an overview of the primary achievements over the past year, including participation in LeadingAge Advocacy Day where Courtney was invited to speak. Other items noted were completion of the lease to provide space for the Lewinsville Senior Center activities, continued collaboration with the LPC Older Adult Council, and continuation of a community Thanksgiving Dinner. Courtney outlined the renovations planned for resident units and LRR facilities, including (9) fully accessible units and (10) new parking spaces. Courtney thanked Lewinsville Presbyterian for continued support and partnership. She finished by recognizing Tom Waldrop for many years of dedicated service and support for LRR.

### Treasurer's Report:

Bob Gottke reviewed the Treasurer's Report and reported the following data (un-audited) as of the fiscal year-end on September 30, 2019:

LRR Assets	\$25 million
LRR Liabilities	\$20 million
LRR Net Assets	\$4.8 million

## Annual Meeting Minutes 2017, Continued

To-  
tal

Fiscal Year 2018 was another excellent year with strong balances for Reserve for Replacement, FOL and Caring Hands Endowments, and the Employee Retirement Plan. A copy of the complete Treasurer's Report was included in the Annual Report distributed in the meeting. Upon motion made and seconded, the Treasurer's report was unanimously accepted.

President's Report: President, Pattie Gunter recognized current Directors and those present for the meeting. Pattie also recognized Courtney Nuzzo, administrator, and Laurel Kelly, assistant administrator, who direct LRR's outstanding staff. She also recognized the Goodwin House staff, Richard Carter, CFO and Fran Casey, for providing accounting and technical services - and lending expert assistance across a wide range of LRR activities.

Pattie provided an update on the progress over the past year and thanked Courtney Nuzzo, and the LRR Staff for another year of outstanding performance.

Nominating Committee: , The nominating committee, Chaired by Alan Stevens, put forth the following slate to serve 3-years terms ending in 2022:

Pattie Gunter (continuing)  
Erik Kloster (continuing)  
James Foster (new member)

There being no additional nominations from the floor, upon motion made and seconded, these three were elected by a unanimous vote. President Gunter welcomed all to the Board. Members of the Nominating Committee include Alan Stevens, Roy Siple, and Pattie Gunter; with Jody Ransom serving as the LPC representative.

President Gunter concluded by thanking LPC and All who support The Lewinsville Retirement Residence.

The Reverend Scott Ramsey delivered the Benediction. Upon motion made and seconded the Meeting was adjourned at 12:37 p.m.

Respectfully submitted

Sallie Robinson  
Secretary

# Treasurer's Report

The Lewinsville Retirement Residence, Inc  
Annual Meeting: November 15, 2020

## Treasurer's Report

Note: the following data is un-audited as of the date of the Annual Meeting and is as of September 30, 2020– Lewinsville Retirement Residence, Inc (LRR) fiscal year end.

1. Balance Sheet Summary as of September 30, 2020 (**Unaudited & approximate balances**)

<b>LRR Assets</b>	Remain at \$25 million, level with prior year
<b>LRR Liabilities</b>	Remain at \$20 million, level with prior year
<b>LRR Net Assets</b>	Remain at \$4 million, level with prior year

2. Total Revenue for fiscal year FY 2020 was \$4.1 million.

2b. Total Expenses for fiscal year 2020 were \$3.9 million or 5% under budget. The expense under-run is due to less than anticipated expenditures in Utilities, Operations and Maintenance, and Taxes and Insurance.

3. Reserve for Replacement (RFR) Account balance for September 30, 2020 is \$877,675 .During fiscal year 2020, no disbursements were made for capital equipment.

4. Friends of Lewinsville (FOL) and Caring Hands Endowment (CHE). Friends of Lewinsville (FOL) and Caring Hands Endowment (CHE) are the two charitable assets/endowment funds associated with the LRR. Both funds are managed by the FOL Board and a financial investment firm. The combined balance of both the FOL and CHE as of September 30, 2020 is \$2,941,147. During fiscal year 2020 we disbursed \$315,166.66 in support for the LRR Resident Services Program and Meal Programs. This included subsidizing 100% of the meal plan for the month of April, to provide some financial relief to the residents at the beginning of the pandemic. (\$33,000)

5. Employee Retirement Plan: The Lewinsville offers a retirement plan to employees. Employees are able to make contributions to their accounts and The Lewinsville provides a match up to 2%.. The plan provides employees to self-direct their investments. The total value of all assets in the plan as of September 30, 2020, \$1,343,694.