

## **ADDENDUM**

### **COMMITTEES, CLUBS AND ACTIVITIES SPONSORED BY THE BETHANY VILLAGE RESIDENTS' COUNCIL**

**COMMITTEES:** Art, Associates Appreciation Fund, Audio-Visual, Benevolence Fund, BV Fair, Care Assurance, Dining Services, Facilities, Library, PARCR, Program, Spiritual Living Enrichment and Wellness

**ACTIVITIES:** Campus Outreach, Courtesy, Information Technology, Remembrance Garden, Special Events and Wood Shop

**CLUBS:** Garden and Model Railroad

The period of service of the Chairpersons of the Committees, Activities and Clubs, as well as their membership, shall terminate with the discharge of such Committee, Activity or Club by action of the Council. In any event, the period of service of persons constituting the Standing and Special Committees shall terminate at the expiration of the term of the Council President but all such persons shall be eligible for re-appointment by the succeeding President.

## **DUTIES**

### **COMMITTEES**

1. The Art Committee accepts, approves and maintains all paintings and objects d'art, which are donated to Bethany Village. The Committee may also accept loans of art and present exhibitions by local artists. The aim is to enhance the attractiveness of public areas on the East and West Campuses and to encourage interest in the visual arts for the entire BV community.
2. The Associates Appreciation Fund is now handled through the Asbury Foundation in participation with the Residents' Council.
3. The Audio-Visual Committee will provide knowledgeable assistance to entities within BV who use audio-visual equipment to support and enhance their activities and programming. The Committee will monitor existing audio-visual equipment for functionality and report to Facilities Management when repairs are required and will make recommendations to the proper authorities regarding new equipment and adjustment of existing policies affecting audio-visual operations.

4. The Benevolence Fund Committee shall collect offerings at the BV Vesper Service and special Worship Services, deposit all such funds in the RC Account earmarked “Vespers,” forward the deposit slip to the treasurer, and recommended distribution of funds to the RC at the end of the year.
5. The BV Fair Committee shall be responsible for the organization, leadership, promotion and management of the Bi-Annual BV Fair, when applicable.
6. The Care Assurance and Development Committee shall promote the Care Assurance and Development Programs by (1) Introducing peers to the need for benevolent care and financial support for BV, and (2) Assisting the Development Office with programs, which invite individuals, churches, foundations and others to consider financial gifts to BV. This includes the BV Care Assurance Annual Fund, the Care Assurance Endowment Fund, and other funds for specified purposes.
7. The Dining Services Committee shall consist of not fewer than six members, including representation from all sections of the Residential Living Community, and shall be responsible for receiving and investigating comments, suggestions, complements and complaints from residents who patronize BV food services, and then discussing those matters with Dining Services.
8. The Facilities Committee shall consist of representatives from all sections of Bethany Village Residential Living and establish an ongoing dialog with the Facilities Department to ensure landscaping and maintenance needs are met that enhance the beauty of the community.
9. The Library Committee shall support the Librarian in making decisions regarding the purchase of new books and equipment, and engaging volunteer personnel, scheduling Library hours and any other Library issues as they arise.
10. The Pennsylvania Alliance of Retirement Community Residents (PARCR) is open to all BV residents interested in learning more about issues facing senior living, legislative and regulatory actions impacting seniors. PARCR focuses on how to build awareness about PARCR and its activities and to increase residents’ participation in them. This involves distribution of PARCR materials, serving as ambassadors for PARCR to BV residents, and attending quarterly PARCR meetings.
11. The Program Committee shall confer with the Resident Life Program Coordinator of BV to recommend, promote and support entertainment or education programs both on and off campus.
12. The Spiritual Living Enrichment Committee shall:

- a. Serve as an Advisory Committee to the Chaplain with reference to Sunday Evening Vespers and other pastoral services.
  - b. Consider religious activities other than those programs specifically under the direction of the Chaplain.
13. The Wellness Committee was created to help determine what would best serve the needs of the residents of BV by providing programs that focus on areas of wellness including physical, spiritual, intellectual, social, emotional and vocational.

## **ACTIVITIES**

1. The Campus Outreach coordinators:
  - a. The president of RC shall appoint several council members as coordinators to update photo albums of independent living residents on both east and west.
  - b. One of the coordinators appointed by the president of RC shall obtain the vacancy information from the Marketing Department and the occupancy information from the billing department to present to RC during the monthly meetings.
2. The Courtesy Activity shall send cards or notes to Residents who are hospitalized and to their spouses in case of death. Notes of appreciation may be sent on appropriate occasions, or as recommended by the Council.
3. The Information Technology (IT) Activity consists of a chairperson, and at the discretion of the Chair, up to four members, all of whom have knowledge of Information Systems and its potential to enhance the lifestyle of BV residents. The Committee will consult with the Maintenance Department, or the then responsible organization for providing Information Technology to the BV campus, seeking to improve and support the flow of information to and from the resident community using computers and the internet.
4. The Remembrance Garden Activity consists of a chairperson and at least two additional members who have oversight of the BV Remembrance Garden. The committee will acknowledge requests for memorial bricks and manage the order and installation of new bricks.
5. Special Events is responsible for organizing special events for BV residents, which are sponsored by the RC.
6. The Wood Shop is an ongoing, but unscheduled, operational activity. Participation is voluntary and includes work on projects initiated and pursued by qualified individuals working in the Shop. These individuals also aid with repairs and other projects as

requested by BV residents and Resident Council committees. The Shop manager handles the day-to-day activities of the Shop. It is available to all BV residents, who have been properly trained on the existing equipment.

## **CLUBS**

- 1.** The Model Railroad Club exists to promote and support the interests of BV residents, associates, and their friends and family in building and operating model railroad layouts. It also provides entertainment and education about railroads for residents of Bethany Village and their friends and guests. Work sessions are held as needed to build and maintain model train layouts. Open houses for residents, friends, and guests to watch the trains run are held during the winter for the indoor layouts and during the summer for the outdoor garden train.
- 2.** The Garden Club consists of all residents participating in Bethany Garden. Participation is voluntary and everyone follows the provided guidelines. Gardening equipment is available to borrow. Excess produce is welcomed by BV residents in the East Breezeway or by the West Mailbox area for a contribution.

## **UPDATES**

The ADDENDUM was separated from the BY-LAWS during the 2022 revisions so it would be a living document. Committees and Activities are created and dissolved as needed and are managed by the Executive Committee of the Residents' Council.

Any changes to the structure and responsibilities of Committees, Activities or Clubs are the responsibility of the Executive Committee and will be relayed to the full Residents' Council at the first scheduled meeting after revisions are made.