

Our Lady of the Woods Status Report

July 15, 2019

STATUS

Announcements

- **Staff** - were informed first on Monday 6/17. Sr. Marilyn, Christine Alderman (HR), Elaine Ward and Tonie Lynn (director) were present. Staff received a letter outlining severance opportunities as incentive to stay and help in finding a new position once notice is given. FM agreed to provide approximately one-months' notice of termination. It was emphasized to the staff that the closure was not a reflection on their dedicated service. Discussion and questions followed.
- **Residents** – a meeting with residents was held immediately after the meeting with staff. Staff stayed to support residents as they heard the news. A letter was provided to each resident. Residents were assured that we would help them find new homes and that though the goal is to close at the end of September, we are committed to remaining open until everyone is settled.
- **Franciscan Sisters of the Poor** – local Sisters were informed of the closure by Sr. Marilyn in two meetings held on 6/18. Generally, the response was one of understanding and support.
- **Community**- Using a list provided by Tonie Lynn, key community stakeholders, including the VA and partner agencies were notified formally by letter.
- **Reaction**- Most hearing of the closure have been understanding. Naturally, for the staff and residents the impact was most difficult. Residents like that OLW allows smokers as this is hard to find and about half are smokers. Staff were upset and wanted to argue the case, though that quickly passed. Staff quickly came to the support of concerned residents. It was noted that there is a "family feel" and connectedness at OLW amongst staff and residents.

Resident's Status (of 20)

- 2 - move out scheduled
- 1 - waiting list for September
- 3 - have applications in
- 4 - clients of Cincinnati Senior Services
- 5 - clients of the VA
- 3 - relatives or guardian working on
- 2 – needing help

Cincinnati Area Senior Service has agreed to provide senior care coordination services to assist residents and their families who need additional help. This is a fee for service that does not include their existing clients.

Staffing

No staff have resigned to date, though we are managing with lower numbers due to two staff out due to illness, one with FMLA just expired (we are holding job open, though may close OLW before released for work) and one on FMLA.

ACTION NEEDED**Legal**

In the course of work on our 990 and closing of OLW the fact that Franciscan Ministries was created merging under OLW's 501c3 raised a question about need for legal guidance on to be sure that closing OLW is addressed properly from the standpoint of our incorporation status. Questions or suggestions from the board? We are considering an application to Pro Bono Legal services and organization that matches volunteer attorneys with non-profits for pro bono legal help.

Budget

A draft budget for OLW closure needs to be reviewed by the board and any questions addressed. (See OLW close out budget.)

Ad hoc Committee

We need to create a committee of the board to help handle the disposition of the OLW property.