



RESIDENT ACTIVITIES AT MEDFORD LEAS



Medford Leas Residents Association
www.mlra.org

MEDFORD LEAS RESIDENTS ASSOCIATION

For more than 40 years, resident-run activities have distinguished Medford Leas from most other CCRCs. We are also proud of the staff-provided Therapeutic Recreation programs for residents in Assisted Living.

All residents on both campuses are members of the Medford Leas Residents Association (MLRA). All residents on the Lumberton campus are also members of the Lumberton Campus Residents Association. Both residents associations have fund drives:

- **Activities Fund:** for those activities with expenses such as printing for newsletters and honoraria for speakers and performers.
- **Employee Appreciation Fund:** because tipping is not allowed.
- **Community Service Fund:** for gifts to township police, fire and rescue services.

Our cover photo shows Jane Mahorter reading in Meditation Garden. The back cover shows Jim and Sally Smith taking a walk on one of the trails maintained by the Woodland/Trails Group.

Throughout this booklet there are photographs of residents at work, and in fact, all the activities described in this booklet are a result of resident volunteer service.

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Civic

The Citizens Committee seeks to keep the Medford Leas residents informed and interested in citizenship issues, especially in terms of elections and other current issues which could affect our well-being.

The Committee is nonpartisan and tries to present programs and discussions which present the issues.

As such we try to educate people, get them registered to vote and introduce them to candidates and their positions so that all can make informed decisions.



Congressman Andy Kim town hall at Medford Leas

The Diversity Committee seeks to increase understanding and encourages appreciation of people regardless of their faith or religious beliefs, their physical disabilities, their age, their ethnic or cultural differences, their sexual orientation, or any stigma that society has put on them. Twice each month Medford Leas residents from both campuses get together to prepare peanut butter sandwiches that are distributed later in the day as part of the “take home bags” offered to guests at the Cathedral Kitchen, the largest emergency food service in Camden, that provides



more than 100,000 meals each year to guests in the area. Anyone interested in participating can visit the Garden Room on the first or third Tuesday of each month at 12:30 p.m.

Creative Arts

The Art Studio is open seven days a week, day and night, and is used daily. On Tuesdays as many as ten or twelve people come together. Others prefer to come when they can work by themselves. We benefit from each other's experience and maintain a sizable library. We supply our own materials and enjoy the space and availability of tools, paper cutter, etc. as well as mutual support.



The Flower Show is held the second Thursday and Friday in September. Residents and staff are invited to participate in Division I, Horticulture, by submitting Plants in Containers, Flower Specimens, and Vegetables, Herbs, and Fruits. In Division II, a schedule is provided for Design and includes Miniature and Small Designs, Underwater Creations, Mass Designs and Centerpiece Creations. Division III is Special Exhibits which are noncompetitive and are presented by members and outsiders with talents in Ikebana and Bonsai. Other special exhibits include

Container Gardens. Our judges from the Garden Club of America award Blue, Red, Gold and White Ribbons, as well as tricolor ribbons for Best in Show in Design and Horticulture.



The Knitting and Needlework Group meets every Wednesday morning from 10:00 to 11:30 a.m. to knit hats, sweaters, afghans, and garments for children and adults, mostly for charity. The group sells items at the November bazaar in the Atrium to raise money for the Employee Appreciation Fund and distribute knitted items to charities.



The Lumberton Woodshop Committee supervises the running of the shop. It provides a place for residents to work on projects of their own or “fix-its” for other residents. Requested repair activities provide a small donation for the service. The shop has a wide array of hand and power tools, in addition to a professional dust collection system.



Quilt Interest Group: Most work is accomplished in our individual apartments, but on the fourth Monday of each month, from 12:30 to 2:00 p.m., we gather to baste, tie, plan, share projects, and provide advice to residents and to each other. Quilted items are made for sale to benefit the Residents Assistance Fund.



Weaving: A group of tapestry weavers meets nearly every Tuesday in the Fiber Arts Room. We welcome visitors and anyone interested in learning. We meet from 10 a.m. to 2 p.m.



The Workshop Committee supervises the running of the workshop on the Medford campus. The hours, as of October 2019, are 9 a.m. to 12 noon. The telephone number is 3059 (with no answering machine). The present staff is composed of regular workers and one chair-caning specialist. Residents who have had experience using hand and power tools may use the shop (under supervision) during normal working hours. Recent activities include:

- Repairing/refurbishing residents' small furniture items.
- Repairing lamps and small electrical items.
- Repairing residents' shopping carts, walkers, wagons, luggage, and many other unusual items.
- Making shelving units for Assisted Living residents.
- Refurbishing campus benches.



The Writers Roundtable meets on the first Monday morning of each month. Seated around a large round table, attendees read aloud pieces they have written and receive constructive feedback if they wish. An optional topic is chosen for each month, but the floor is open for any theme. Many of the writings go on to be edited and published in one of the Medford Leas publications. The Roundtable and *Leas Lit* sponsor periodic “Meet the Writers” programs.



Governance

“**The Medford Leas Residents Association’s** purpose is to promote and further the common interests of the residents and to communicate and cooperate with the Estaugh Board and the Administration in creating and cultivating a healthful, enjoyable, active, constructive and useful community life and to represent residents as required by law. All residents shall automatically become members of the Association upon becoming residents.” The MLRA Constitution is included in the Resident Handbook.

Regular meetings of the Association are held in the Theater on the third Monday of the month. Notice of meetings is given in the monthly and weekly calendars.

The Association’s governing body is the MLRA Council. It consists of eleven residents, each of whom serves a two-year term. For continuity either five or six residents are elected each year at the April Annual Meeting. Each year the Council selects the MLRA President and the MLRA Vice President from continuing & newly-elected Members.

The MLRA Auditing Committee audits the MLRA financial records and expresses an opinion as to completeness and accuracy of the records. The Auditing Committee is also invited to make recommendations regarding financial procedures in use by the MLRA. The Auditing Committee is described in section 6.03 of the MLRA bylaws.

The MLRA Budget and Finance Committee draws up a budget and secures funding for the MLRA and its various committees, the Employee Appreciation Fund, and the Medford Leas Community Service Fund. It is also responsible for ensuring the proper investment of legacy/bequest funds and that their use conforms to the wishes of the donors. The Committee meets at least four times a year, more often if necessary.

The MLRA Nominating Committee is defined in Section 3.03 of the MLRA bylaws. The MLRA Council consists of 11 residents, each of whose term is for 2 years. Either 5 or 6 residents are elected each year, the purpose of which is to provide continuity.

The Lumberton Campus Residents Association (LCRA) provides stewardship of the Lumberton campus and liaison with the Medford Leas Administration. All residents of the Lumberton campus are automatically members of both the MLRA and the LCRA. The Lumberton Council has six members; three are elected each year. Council budgets for some activities on campus and Community Services Fund related to Lumberton Township.

Learning

The Family History Group Page has an archive of over 50 papers by Russ Haley. The Medford Leas Family History Group was formed in 2001 and, with the exceptions of Julys and Augusts, it met monthly until 2011. It was directed by Professor Russell I. Haley, Professor Emeritus of the University of New Hampshire, and an active family historian since 1956. The format of those meetings was that of a graduate school seminar in family history. On April 19, 2014, Haley added “Noteworthy Trends and Events in the Past Three Years.” On July 13, 2013, the “Winner Index” was added.

Great Decisions is America’s largest discussion program on world affairs sponsored by the Foreign Policy Association. The program model involves reading the Great Decisions Briefing Book, watching the DVD and discussing the most critical global issues facing Americans today. For eight consecutive Thursdays each spring, a resident volunteer moderates a 90-minute program on one of the major issues highlighted for the year.

Leas Forum, scheduled twice a month in the Medford Leas Theater at 11:00 a.m. on Saturdays, is a varied program of speakers — professors, authors, historic interpreters, photographers, and others. Topics include current events, science, humanities and the arts intended to stimulate discussion and expand knowledge.

Vid-U offers Teaching Company “Great Courses” videos. Most Vid-U courses run four to six months at weekly intervals. They are well publicized in advance.

Liaison

The Financial Review Committee (FRC), a committee of residents with diverse financial backgrounds and budgetary experience, has the job of knowing and understanding the finances of Medford Leas based on reports submitted by the administration; knowing and understanding administration operating decisions as they affect residents; and responding to the administration, when appropriate, from a resident perspective. To fulfill the mission, the FRC:

- Meets on a regularly scheduled basis with Medford Leas' CFO.
- Interacts with other members of the administration on a periodic basis to discuss items of mutual interest.
- Receives and analyzes EStaugh-approved financial reports, including operating statements, balance sheets and benchmark indicators.
- Responds to budgetary assumptions and proposals during the budget development process.
- Operates on a confidential basis.

The Food and Dining Services Committee serves as a liaison between residents and Dining Services staff. The committee meets monthly with members and the Dining Services staff except for one month in the summer. Meetings consist of review of Put It in Writing (PIW) forms submitted to staff and shared for discussion. Members share their observations and comments from residents concerning practices in the kitchen, efficiency of the servers, and the menus. Staff proposals for changes in menus and service are heard. Upcoming events are presented. Informal dialogue usually follows.

The Health Committee is a standing committee of the Medford Leas Residents Association and minutes of the latest meeting are placed in the case to the right of the mailboxes. The committee concerns itself with the physical and emotional health and safety needs of the residents and relays concerns of residents on the delivery of care from any department. Any health concern should be referred to the chairperson of the Health Committee. Confidentiality must be respected at all times and at all levels. The committee should be prepared to cooperate in the education of residents in matters of good health practices and accident prevention, either on an individual or group basis. The membership of the committee is comprised, primarily, of interested residents who have had professional experience in the health field and related areas and who use the practitioners at Medford Leas as their primary care providers. Members are expected to take active roles in identifying, planning and delivering programs for all residents at Medford Leas. Members are expected to attend at least 6 of the scheduled 10 monthly meetings. Administrative, medical and nursing staff are invited to attend all meetings as well as the chairpersons of the Health Care Volunteers and other subcommittees. As the need arises, others may be invited to attend, e.g. the dietitian or pharmacist.

The Interior Design Committee is aware of design and decorating concerns within the Medford Leas communities. The committee's main focus is on the public areas of the Medford campus, but it is open to other areas as they may come under review for redecorating or redesign. The committee acknowledges that it will not always be able to satisfy everyone's concerns.

The Lumberton Community Center Committee liaises with Medford Leas Operations, Maintenance, and Environmental Services departments in non-food matters involving the physical plant, fixtures and appliances, repairs and improvements, and shared storage areas, and other major issues as they occur throughout the entire building, including the kitchen. The building audit is handled by the Community Center chairperson, whereas others lead the Lumberton Art Gallery and Lumberton Bulletin Board task groups.

The Lumberton Pool and Fitness Center Committee, in consultation with the Fitness staff, sets the guidelines for the Fitness Center and swimming pool and the scheduling of organized activities in these areas.

The Resource Conservation Committee works with both residents and management to reduce energy costs and do our part to stem global warming. Activities have included:

- Renewing signs posted at recycling containers.
- Sending Do and Don't posters to all residents listing what is acceptable and not acceptable by the county for its recycling program.
- Posting signs in most publicly used spaces asking residents to turn off lights when rooms are empty.
- Providing tips on conservation through mailboxes, posters, and *Medford Leas Life*.



Library

The Main Library has a collection of slightly over 5,000 books and classical music CDs. There is a section for Quaker books, another for books about New Jersey, one for end-of-life resources, and one of publications written by Medford Leas residents, past and present. There is also a good reference collection. About 250 books are added annually, half through purchase and half through resident donation. Books are catalogued and there is a card catalogue.



Volunteers assist the librarian, checking in returned books, shelving books, and performing other tasks involved in maintaining the collection.

An area displaying MLRA materials has binders prepared by the Album Service Committee, a complete file of *Medford Leas Life* and *The Lumberton Campus Chronicle*, an index of *Medford Leas Life* profiles of new residents, and the *Meditation Garden Book of Remembrance*.

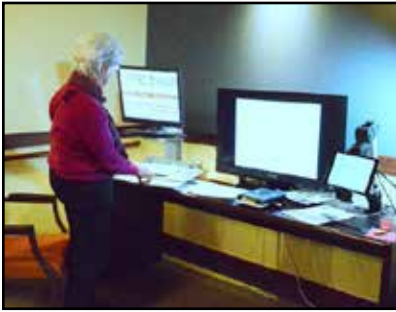
The Copier Committee maintains the photocopier in the library.

The Residents Art Studio houses a collection of art technique books. The titles are listed on the MLRA online catalog. Residents may borrow volumes.

The Large Print Library's mission is to provide a wide range of reading materials for those whose vision requires enhancement.

The Large Print Library has books in large print, CDs and CD players, Nooks, and Talking Books from the NJ State Library. There is also an Optelec Magnification Reader for patrons' use, and an iPad that can be used to read books on a television screen. We also maintain a sizeable collection of children's books for use by visiting children and by Therapeutic

Recreation. The Large Print Library is on a central corridor and is easily accessible to all residents of Medford Leas. The Large Print collection is searchable via the MLRA online catalog.



The Lois Forrest Nature Center Library, in support of the Barton Arboretum's mission "to promote the appreciation and knowledge of horticulture and to emphasize the importance of integrating nature into people's living, working and recreational environments," maintains a collection of how-to and reference materials about local horticulture, as well as materials about birds and birding, ecology, and the nearby Pine Barrens. The collection is searchable via the

MLRA online catalog. Most of the collection can be borrowed by Medford Leas residents and staff. The library also holds "Let's Talk Gardening" programs on various topics.



The Lumberton Library Committee organizes and manages books, DVDs, audio books, CDs, and other materials donated by residents. The collection is reviewed periodically; excess or outdated books are donated to the Burlington County Library for their book sale.



Other Collections: The Workshop and Fiber Arts Studios have collections relevant to the activity.

Nature / Gardening

Apiary: There are hives on the Medford campus maintained by beekeeper Corey Melissas, daughter of the late Mickey Gray, who was a resident at Medford Leas. Honey from the hives is available.

The Medford Leas Birders hold monthly meetings, organize field trips, and provide a yearly January census of birds on the two campuses. They also have a website (mlra.org/MLBirders) with a calendar of upcoming events and a record of past sightings on both campuses and on trips.

Courtyard Mapping: The drawings that identify the plants in Courtyard Gardens and the Atrium are prepared by residents.



“The Farm” is the Medford Leas community garden. It gives residents the opportunity to have and tend their own gardens. Plots of all sizes are available so that gardens can be as large or



small as a resident wishes. All sorts of vegetables, flowers, and sometimes fruit can be found growing at The Farm. It was enclosed by a deer fence in 2019. There are also ‘table-top’ raised

beds, located on one of the tennis courts by the Nature Center. These ‘table-tops’ provide those with mobility issues the opportunity to garden.

Haddon Greenhouse, open from mid-October through mid-May, provides a place for residents to overwinter their potted plants. Once in the greenhouse, the care of the plants is up to the individual residents. Materials are provided for tending, fertilizing, and repotting plants. The chairs oversee the running of the greenhouse, including the intake of residents' plants. The greenhouse also provides a wonderful place for all members of the Medford Leas community to visit.



The Lumberton Trails and Site Committee volunteers maintain the trails, repair walking bridges, “muck out” the creek for canoes and kayaks, lead nature walks, track plant growth in the meadow, and oversee the Community Garden.



The Plant Sale takes place the week before Mothers Day in the main parking lot carport, which gives the event a farm stand atmosphere. Offered are bedding plants, potted flowers, hanging baskets, vegetables, herbs and often some surprises. The sale affords our residents the opportunity to purchase a variety of plants right on campus, which is especially convenient for those with mobility or transportation issues. Funds raised from the sales allow the Plant Sale Committee to make generous gifts to the Employee Appreciation Fund and the Resident Assistance Fund.

The Woodlands/Trails Group meets on the first Tuesday of every month at 9 a.m. in the Lois Forrest Nature Center. The group

- Installs and maintains trail markers.
- Clears fallen branches or trees, trims back intruding overgrowth and invasive vegetation, and weed-whacks skunk cabbage in the wetlands trail segments.
- Repositions plank bridges after floods and repairs or replaces benches along the trails.
- Collaborates with community groups wishing to provide volunteer services and acts as guides for groups wishing to explore our trails (Scouts, school groups, etc).
- Facilitates and coordinates efforts of Scout troops to perform community service projects in pursuit of Merit Badges, and for Eagle Scout candidates to complete requirements for the Eagle Scout rank.
- Installs and removes deer protection screening around vulnerable trees identified by our arborist, Ken Hutz.
- Reports to and coordinates activities with the Arboretum Oversight Committee.



Off-Site Entertainment

The Ballet Committee manages the transportation to and from Philadelphia for Saturday matinee Pennsylvania Ballet performances. Residents buy their own tickets at 215-893-1955. They may choose either the full series of five ballets or the Pick 3 series. Individuals who wish to attend a single performance can usually be accommodated. Subscribers should check with the chair before ordering tickets.

The Chamber Music Committee chooses six chamber music concerts out of approximately sixty offerings scheduled by the Philadelphia Chamber Music Society. Residents are notified about the concerts and dates as well as the cost of each concert and related transportation. Residents are able to specify their seat locations and an effort is always made for those concertgoers who have special needs.

The Philadelphia Orchestra Committee arranges for transportation to the Kimmel Center for residents who are interested in attending Friday 9A and/or Friday 9B orchestra concerts. Residents are responsible for ordering and paying for tickets on their own. Before ordering tickets, however, a chairperson should be contacted to make sure there is an available seat on the bus. There is no charge for bus transportation to the orchestra. The bus leaves early enough for riders to arrive in time for lunch in town.

The Short Trip Committee plans and arranges day trips to nearby areas in New Jersey, Pennsylvania and Delaware. Using the Medford Leas 25-passenger bus as transportation, the committee promotes the trip and arranges for tickets, tour guides, and restaurants, while being conscious of the physical limitations of our residents. Recent trips include: Trenton State House and Barracks, Battleship New Jersey, Cruise on the Maurice River, Citizen Bank Park, Philadelphia Art Museum, and walking tour of Medford and Medford Lakes, New Jersey.



Symphony in C Committee: Residents who wish to attend the five-concert series buy tickets directly from the Symphony in C box office, telephone: 856-963-6683; online: symphonyinc.org. The price is determined by the location of the seat (ranging from \$110, \$165, to \$245 for the five concerts). The Medford Leas bus takes the subscribers to and from the Gordon Theater at Rutgers-Camden Center for the Arts. All performances are on Saturdays at 8 p.m. The cost of transportation for the 2019-2020 season is \$45.00.

The Walnut Street Theater Committee makes arrangements to attend five productions of the Walnut Street Theater in Philadelphia from September to June on a subscription basis and at a reduced price. Since the group is too large for the Medford Leas bus, the committee also arranges for a large tour bus for transportation.

On-Site Entertainment

LeasMusiCast presents a series of ten classical music concerts, once a month from September to June, and a free introductory concert in August. Each concert includes program notes, and scrumptious refreshments are served during a 15-minute intermission. Suggested donation \$5.



The Monday Evening Movies Committee shows recent films in the Theater the first Monday of the month.

The Saturday Afternoon Movie Committee shows classic films in the Oak Room every Saturday.

The Music Committee arranges the Guest Artists Series of



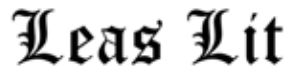
live concerts featuring renowned classical and jazz musicians. The committee selects performers, negotiates contracts, and schedules concert dates.

David Kim, Concertmaster, Philadelphia Orchestra

Publications and Communication

Bulletin Boards: There are several highly visible bulletin boards at Medford Leas. They are maintained in accordance with the procedures spelled out in the Residents' Handbook.

Leas Lit, a literary magazine, is published each December and June. It serves as an outlet for the creativity of authors and artists from among the residents of both campuses of Medford Leas and provides reading pleasure for the entire Medford Leas community. Residents submit stories, memoirs, essays, and poems. Resident artists provide appropriate illustrations for the texts.

The logo for 'Leas Lit' features the words 'Leas Lit' in a stylized, black, gothic-style font. The letters are bold and have a slightly irregular, hand-drawn appearance.

The Lumberton Bulletin Boards Group sets rules regarding the use of the limited space on the Lumberton campus bulletin boards and keeps the posted material current; it also sets and monitors rules for posters displayed on easels in the lobby.

The Lumberton Campus Chronicle is a monthly newsletter produced by a subcommittee of the Lumberton Communications Committee. It includes campus news, essays, other submissions of general interest, and important information from the Lumberton and Medford campuses. The *Chronicle* is available in print or via email and also in the private section of the Residents Association website.

The logo for 'The Lumberton Campus Chronicle' features the words 'The Lumberton Campus Chronicle' in a blue, stylized font. The word 'Lumberton' is the largest and most prominent, with 'The' above it and 'Campus Chronicle' below it. The font has a slightly irregular, hand-drawn appearance.

The Lumberton Communications Committee has several subcommittees. Three communication subcommittees are described on this page: *Lumberton Campus Chronicle*, Lumberton Electronic Messaging, and the Lumberton Resident Directory. Other groups involved with communications are described elsewhere: Lumberton Campus Mail, Lumberton Welcome and Clusters, Lumberton Library, Lumberton Book Club, Lumberton Bookmobile.

The Lumberton Electronic Messaging Group sends out notices via email to Lumberton residents. Residents can send their notices to the group for distribution.

The Lumberton Resident Directory is a subcommittee of the Lumberton Communications Committee and is responsible for compilation of the directory of personal biographies and photos of each resident. The directory is given to each new resident upon moving in, and updated for current residents.

Medford Leas Life is a monthly newsletter written by residents for the Medford Leas community, and also is seen by the wider community in which Medford Leas operates. It publishes news, events, activities and experiences of Medford Leas residents and staff. Copies are available in the library beginning in 1971 and online from 2000 in the private section of the Residents Association website.



Voice Committee members record a phone message providing the day's lunch and dinner menus. Residents dial "7" to hear the message.

The MLRA Website, mlra.org, was established in 2004 and operates under content guidelines that were established by a 2005 committee.

In addition to general information, there is a password-protected private area with, among other things, information relevant to the residents of the two campuses, recordings and minutes of meetings, financial statements, and archives of the two campus newsletters. There is also a blog, *Around the Leas*.



Recreation

The Holiday Activities Committee sponsors and coordinates fun entertainment for major holidays (Memorial Day, Fourth of July, Labor Day and New Year's Eve). It supplies refreshments, music and what is needed for various table and party games.

The Lumberton Tennis Committee oversees maintenance of the tennis courts on the Lumberton Campus and sets the rules and regulations for use of the courts. It also organizes outdoor play schedules and social events. During the outdoor season the Lumberton campus tennis courts are available to Medford Leas residents and their invited guests. Guests must be accompanied by a member of the host family. Organized tennis time for the residents' group on Monday, Wednesday, and Friday varies throughout April through October.

The Tennis/Indoor Tennis Committee is responsible for organizing play in the colder months for residents of both campuses, and assists the Lumberton Campus Tennis Committee chair regarding organized outdoor play on the Lumberton courts. During the indoor season, residents from both campuses play indoors at the Arrowhead Tennis Club in Medford from November through April. Doubles play is held on Tuesdays and Thursdays from 1:00 to 2:30 p.m. at a reasonable cost per person (negotiated with Arrowhead's management). For details, please contact the Tennis Committee chair, who will direct you to the resident who handles scheduling and assigning partners and courts.

Service

Albums of New Residents: The purpose of the album service (hereafter AS) is to provide a photo of each new resident to the necessary departments as soon as possible after the resident has moved to Medford Leas. AS also maintains photo albums picturing most of the residents on both campuses. Additionally, there are albums for those who have died or left the community. Album photos are labeled with month and year of move-in, apartment location, and, when appropriate, departure date. The albums are placed on a shelf in the main Library above the computer desk.

Archives: The purpose of the archives is to store all important MLRA records. The archives are stored in two locked file cabinets. Contact the Archives Sponsor for location. The archives include the minutes of all MLRA business and council meetings, annual reports of MLRA activities, copies of general notices placed in residents' mailboxes, stationery for use by MLRA committees, photograph albums, and the archivist's office supplies.

The archivist collects materials from the atrium once a day and files them appropriately once or twice a month. It is also a duty of the archivist to notify central supply when MLRA letterhead and envelopes are needed, and to assist residents who need access to information stored in the archives.

The Art Gallery Committee arranges for a rotating display of art works from artists located in the tristate area working in various media. They assist the artist in hanging the work, arrange for an opening reception for the artist to explain their work, and provide light refreshments. In November the Camera Club of South Jersey has a month-long exhibit of their works and in December the Philadelphia Calligraphers Society presents an exhibit of their latest lettering art.



The Atrium Arrangements Committee gives the Atrium a friendly and attractive atmosphere through the use of floral arrangements. The floral arrangements are prepared by the committee from flowers and plants in the area and from gardens belonging to residents.

The MLRA Gift Shop, operated by resident volunteers, is a financially independent, not-for-profit business. The needs of the customer are considered when selecting inventory and establishing prices to optimally benefit and provide a convenient shopping experience for Medford Leas' residents, staff, and visitors.

The Gift Shop, located in the Atrium, is open Monday through Friday from 12:30 to 4:30 p.m. Staffed by resident volunteers who share the duties of banking, merchandizing, buying and selling, the Gift Shop offers a friendly shopping experience for residents and staff.

Volunteers enjoy socializing and interacting with the residents, and the residents, knowing them, enjoy the personal service and attention. The shop offers new products as well as the customary staples.



Volunteers also attempt to satisfy individual customer requests by searching online for hard-to-find products. In addition to being an active supporter of the Medford Leas Residents Association, the Gift Shop also supports Medford Leas funds by holding shopping days and yearly events where the sales from those days are specifically donated to the Residents Assistance Fund, the Arboretum, and the Appreciation Fund.

Volunteers are always needed and welcome.

Health Care Volunteers is a subcommittee of the Health Committee. The subcommittee enlists volunteers to support the Fitness and Therapeutic Recreation Departments.

They provide help as needed in the activities of these various areas.

Included are:

- Escort and transportation to the pool, the Fitness Center, Physical Therapy, and special events for the licensed areas.
- Aid to residents in the pool and in the Fitness Center.
- Interaction and help at special events.
- Specially-trained volunteers help meet the emotional needs of terminally ill patients.



Services are also provided to licensed area residents:

- Deliver in-house and US mail.
- Help in the coffee social.
- Visit, read to, play cards with, and write letters.

The Holiday Decorations Committee works closely with the Maintenance Department and follows well-documented procedures provided by past committees to provide appealing holiday decorations throughout the public areas for the enjoyment of residents and visitors. An attempt is made to include traditional decorations of various faiths. The Atrium and Community Center entrance are decorated during the first week in December. The Holly Room and Gathering Room are decorated a week later. Undecorating Day is about 12 days after Christmas.



The Lumberton Art Gallery Committee members select and hang artwork of distinguished local and resident artists.

The Lumberton Bookmobile Committee: The Burlington County Mobile Library visits the Lumberton campus every other Wednesday from 10:15 to 10:45 a.m.

The Lumberton Campus Mail Committee members deliver mail between the two campuses.

The Lumberton Kitchen Committee members take care of dry goods supplies in the kitchen and for potlucks. Rules concerning resident use of supplies and equipment are posted in the kitchen.

The New Residents Orientation Committee, under the leadership of the Director of Resident Services, plans and delivers programming in the major departments of Medford Leas. The department leaders are introduced, and residents have an opportunity to ask questions. Light refreshments are served so that newcomers can socialize with one another.

Programs are held in alternate months in a six-month cycle as follows:

January	Maintenance Information Technology Environmental Services Fire and Safety
March	Therapeutic Recreation Fitness and Aquatics
May	Dining Services Finance
June	MLRA “Job Fair” Part 1
July	MLRA “Job Fair” Part 2
September	Health Services Resident Services
November	Community Relations Human Resources Pharmacy

Theater Ushers: The Theater Committee provides technicians and ushers for events in the Medford Leas Theater.



The technician's role is described in the Technical Category.

Ushers welcome people while distributing the assistive headsets to those who need them. They provide water for speakers and help residents find seats when the Theater is crowded. During

question-and-answer periods, ushers bring portable microphones to speakers in the audience.

Thrift Shop Representative: The Thrift Shop is under the jurisdiction of Medford Leas. MLRA appoints a Thrift Shop Representative, a resident who manages the Thrift Shop and coordinates the resident volunteers who staff the shop. The shop offers residents and staff the opportunity to dispose of unwanted personal and household items and, of course, the opportunity to purchase such items.

Some 45 residents volunteer to operate the Thrift Shop. Last year the Thrift Shop provided \$40,000 to the Employee Appreciation Fund.



Social

Duplicate Bridge is played every Wednesday at 7 p.m. in the Activities Room. The game is run in accordance with Alex Groner's Duplicate Bridge Directions. This provides movements for different-sized games. In general, from 18 to 22 boards are played. This takes until about 10:30 p.m.

The Friendly Visitor (FV) in a Court, Bridlington, or Rushmore is the appointed representative of the Medford Leas Residents Association (MLRA). He/she is a combination of welcoming committee and "den mother/father" for the residents in his/her area. Each FV is selected for skill for creating a sense of community. Each FV will have his/her own style and probably no two FVs will do it the same way. However MLRA has decided that there are a number of tasks and services that the FV perform, as indicated below:

- Taking the new resident to a meal in the dining room along with other residents who are neighbors.
- Offering a system of safety checks.
- Helping new residents in selecting new activities.

Games: Check the weekly calendar for any variation in this schedule.

- Mah-jongg, Poplar Room, Tuesdays – 7 p.m.
- Mexican Train, Gathering Room, Wednesdays – 12:45 p.m.
- Mexican Train, Lumberton Community Center, Fridays – 7 p.m.
- Rummikub, Poplar Room, Mondays 2 p.m.
- Table Tennis, Wednesdays, 2 p.m.

Jigsaw Puzzles: A committee of one person sets up jigsaw puzzles in the Willow Room. Residents should feel free to work at these puzzles at any time. Add just one piece or finish the whole thing.

The Lumberton Book Group meets in the Conference Room of the Community Center at 2 p.m. on the third Wednesday of each month from October through June. Residents of both campuses are welcome to join in the lively discussions.

The Lumberton Social Activities Committee organizes community gatherings, such as potluck suppers, holiday celebrations and catered dinners and occasional special events. A two-person Kitchen Group oversees the consumable supplies in the kitchen. Rules concerning resident use of supplies and equipment are posted in the kitchen. On the Lumberton campus there is a Bridge Group which plays on Thursday evenings and a Games Group which organizes various games on Friday evenings.



Lumberton Welcome and Clusters: The *Lumberton Residents Handbook* explains: “The Lumberton Campus is divided into eight clusters, each of which includes twelve to thirteen living units. The purpose of each cluster is to establish an informational and social base for current and new residents. That includes the use of a phone tree to communicate pertinent information from both campuses; assistance in emergency situations, if requested; and organization of cluster social events.” The welcome committee visits new residents, supplies them with pertinent information including both the *Lumberton Residents Handbook* and the *Lumberton Residents Directory*, and discusses any questions new residents might have.



Medford Leas Singers: The goals of the group are to give opportunities to residents to enjoy creating four-part harmony, to reach out to residents in Assisted Living by entertainment and fellowship, and to offer performances at MLRA meetings and other social activities.

Technical

Arboretum Records volunteers maintain documentation consisting of records and maps of significant trees, but also including records and maps of trails, benches, birdhouses and other plantings, especially those in the Courtyard apartments (Courts). Eventually anything related to the arboretum may be included. The records include information about each item and, most significantly, its location.

Geographical data (latitude and longitude) for each record is collected with the GPS function of a smartphone. Data for tree additions and removals is entered into Google Forms. The data is stored in spreadsheets and maps on a Google Drive account and can be accessed through a website which also includes documentation about the record keeping and how to access and use it.



The Computer Room Committee manages and provides equipment for the self-financed Computer Room located on the ground floor of the Medford Campus Community Building next to the Fitness Center. It currently features six computers running Windows 10 and an Apple iMac computer. An all-in-one color printer/copier/scanner and a single purpose scanner that can scan slides and film are also available. All the devices are network-connected to the Internet. Residents and their guests may use the computers and printers as well as connect to the printers from their own laptops or smart devices via Wi-Fi.



Help is available from resident volunteers; check the calendar on the door of the Computer Room to verify when helpers are scheduled. Classes are scheduled occasionally, and the committee sponsors an iPad/iPhone Users Group and an Alexa Users Group for people who use or want to know more about the Amazon Echo and Dot.

The Copier Committee keeps the residents' copier, located in the main library, in condition for use at all times. The work involves maintaining a service contract, keeping supplies available, responding to calls for help, and working with the treasurer to deposit cash income and to record charges for copies made by MLRA committees.

The Lumberton Technology Committee oversees, maintains, and educates residents on the proper use of the electronic equipment in the Community Center. Its areas of responsibility include the copier, computer, printer, scanner, audiovisual equipment, projection equipment, headsets for the hearing-impaired, and the low vision magnifier.

Theater Technicians: The Theater Committee provides technicians and ushers for events in the Medford Leas Theater. The duties of ushers are described on the Service page.

Technicians set up and operate all equipment during the programs, including microphones, the projector, computer (used mainly for PowerPoint presentations), DVD/VCR player and lighting.



Worship

Friends Worship: The Worship Group Committee, consisting of about 8 to 10 Quakers and regular attenders of the Worship Group, works to encourage the presence of Quakers and Quaker practices at Medford Leas. To this end, the committee models Quaker worship practices, stocks printed handouts, selects new books for the Medford Leas Quaker bookshelf, makes worship as physically accessible as possible, stays in contact with aging Friends in Assisted Living, and works with Jane Weston as requested to assist in Quaker-related events at Medford Leas.

A Vespers Service is held every Sunday afternoon in the Oak Room at 4:00 p.m. The service provides an opportunity for regular worship for residents who are no longer able to leave the campus or do not have a local house of worship. Services are non-denominational and all residents are invited to participate. The service begins with a ten minute hymn-sing where participants have the opportunity to sing their favorite hymns.

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