

May 8, 2026

# Keynotes

News for the team members of Cross Keys Village - The Brethren Home Community



## In This Edition:

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- Welcome New Team Members
- Clinical Referral Bonus Opportunity
- Scrubs on Wheels and more!

## Important Reminders!

**May is Mental Health Awareness Month!** Check out this edition of Keynotes for small challenges to support your wellbeing.

**May 6:** Automated Emergency Notification System Test

**May 11 - June 1:** Team Member Council Elections. More info coming soon!

# Team Member Spotlight



**Pam Miller**

Life Engagement Specialist  
Brookside Team

Team Member since July 2007

## **What three words best describe your job?**

Creative, Challenging, Fulfilling.

## **What do you enjoy most about working at CKV?**

Having a great support system throughout the Team. Everyday has a new challenge with a rewarding outcome. Getting to know the residents and their history and previous occupations. The interactions with the residents and their family members. Seeing those SMILES on the residents faces and the feeling that you have a purpose here.

## **What is one thing about your job that most people don't realize?**

The planning and preparation that goes into the daily activities and adjusting to find things that all will enjoy and engage in. Getting to know the residents through one-on-one conversations getting to know their interests and hobbies helps to create fulfilling activities.

## **If you could travel anywhere in the world, where would you go and why?**

My most peaceful and relaxing time is spent outdoors by the water. So, I would love to be able to travel across the country soaking up the sun on the beaches and exploring the water adventures and just enjoying nature.

## **What is your favorite quote or motto?**

"Prepare for the worst and hope for the best"

## **What advice would you give to a new team member?**

Never be afraid to ask questions or ask for help! Our team members are very helpful and supportive. Working together and encouraging others giving a positive work environment builds strong teams.



# Shining Star Recognitions

Congratulations to the following team members who were recently nominated for a Shining Star!

**Maggie Baker, PC**

**Sarah Davis, PC**

**Lillie Geisler, Brookside**

**Amber Hoffman, Brookside**

**Alexa Holland, Brookside**

**Cassie Holtzapple, Brookside**

**Rayne Kintner, PC**

**Philip Koons, IS**

**Mike Kovacs, Administration**

**Kayla Lawrence, PC**

**Tanya Leese, PC**

**Kim Morris, PC**

**Samantha Mowers, Brookside**

**Pamela Parsons, Nursing**

**Jessica Pittinger, Nursing**

**Joan Potter, Dining**

**Donna Scheerer, Dining**

**Ida Six, Dining**

**Brian Small, Security**

**Yolanda Sonoski, PC**

**Vanessa Velazquez, Nursing**

Congratulations to **Jacob Kramer**, Information Services, who is the winner of our April prize drawing and will receive the \$100 reward!



# Need extra cash?

## PTO Cash out time is here!

### Deadline:

Monday, May 11<sup>th</sup>  
at Noon

(Late forms will not be accepted).

### Payment Date:

Friday, May 29<sup>th</sup>

### Reminders:

- ✔ There is a **maximum number of hours that can be cashed out at one time** - **100 hours for full time** team members, **50 for part time** team members.
- ✔ There is a **minimum number of residual hours** that are required to remain in a team members PTO bank - **80 hours for full time** team members and **60 for part time** team members. You may continue to participate in the PTO cash out program as long as these residual hours are met.
- ✔ PTO cash out is at **80% of the full value** of PTO hours. For additional information, please visit the team member Intranet payroll tab.
- ✔ PTO cash out will have pension contributions withheld and CKV employer contributions provided per IRS regulations.

I, \_\_\_\_\_, would like to cash out \_\_\_\_\_ hours of PTO (Paid Time Off). I understand that I must meet the eligibility requirements of the PTO cash out plan. I also understand that hours paid will be at 80% of the value of the full value of PTO hours.

Signature: \_\_\_\_\_ Department: \_\_\_\_\_ Date: \_\_\_\_\_

**Return form by Monday, May 11th via interoffice mail to Teresa Etzler in Payroll.**

# Team Accomplishments



Congratulations to **Delaney Rivera**, Nursing Services, and **Jennifer Petenbrink**, Personal Care, on a remarkable achievement! As the first two graduates of our Nurse Aide Program, they have successfully passed their skills test and are now officially Certified Nurse Aides.

We're proud to celebrate this important milestone and the dedication it represents!

# Groundbreaking

Cross Keys Village - The Brethren Home Community celebrated the groundbreaking of the Hearthside expansion on April 23, 2026, marking an exciting step forward in the community's growth.

Residents, team members, leaders, and project partners gathered for a ceremonial blessing and shovel turning to kick off construction. The expansion will add 40 new homes to the existing 50-home Hearthside neighborhood, with completion expected in 2027. More than half of the new residences are already reserved, reflecting strong demand.

This milestone reinforces Cross Keys Village's commitment to providing vibrant, connected living and investing in the future of our community.



# 19th Annual Butterfly Release



**The 19<sup>th</sup> Annual Butterfly Release** will take place on **Saturday, May 30, 2026 at 10:00 AM**. For additional information regarding the event, please see the flyer in this edition of Keynotes.

To ensure adequate parking for all our guests, **Cumberland Square (in front of the Healthcare Center), will be reserved from 8:00 AM - 12:00 PM that day**. If you are a team member working that Saturday, we kindly ask that you utilize an alternative parking lot. Thank you!

## Automated Emergency Notification System Test

In the event of severe weather, a civil disturbance, or other unusual circumstances you may receive a text from our automated system with a prerecorded message of what to do and important updates. We will be testing our new system again for all Villagers and team members on **Wednesday, May 6**. In addition, we have also programmed phones at various locations throughout the campus to alert those near a CKV phone that a message has gone out.

The message will state that "This is only a test". Part of this test is to ensure that we are reaching all team members and Villagers. We are still working with the vendor to update the caller ID for the new system. Please note, most team members should only receive a text message. Team members will only receive a phone call if we have identified a particular team member cannot receive text messages.

If you do not receive a text message, please contact the HR text line at 717-647-5925 so that we can review and update the list.



## Keynotes Deadline

The next submission deadline for Keynotes is **Wednesday, May 13<sup>th</sup>** for the next edition of Keynotes (May 22). Please email submissions to Katie Hollabaugh, HR Engagement Coordinator.

# ≡ Welcome ≡

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## New and Returning Team Members!



**Guerline Exavier**  
Nurse Aide  
Nursing Services



**Kate Neault-Smith**  
Life Engagement Leader  
Brookside



**Shelby Holland**  
Personal Care Attendant  
Personal Care



**Joshua Peay**  
Groundskeeper  
Grounds



**Sydney Kramer**  
Nurse Aide  
Nursing Services  
*Returning CKV Team Member*



**Virginia Spangler**  
Personal Care Attendant  
Personal Care



**Shyla Martinez**  
Resident Assistant  
Personal Care



**Lindsay Weiser**  
Personal Care Attendant  
Personal Care



# TEAM MEMBER REFERRAL PROGRAM

## HELP SOMEONE DISCOVER WHERE THEY BELONG!

Do you know someone who would be a great fit for our team? Refer them today!

Here's what's in it for you:

- **Referral Bonus:** Earn up to \$500 when your referral joins our team.
- **On-Call Clinical Bonus:** Score an extra \$150 for on-call clinical referrals!



## Special Prize Drawing

Every successful **clinical referral** that starts between **May 18th and July 27th** enters you into a drawing for a special giveaway which includes a **PTO Day added to your bank!**

\*Regular referral bonus rules apply. Please see Team Member Handbook for additional details. Drawing will take place on July 27th. For questions regarding our referral program, please contact Felicity Boose at x5860.

# Scrub Sale!

**Thursday, May 14**

**9:30am - 11:30am**

*Payroll Deduction - Cash - Credit Card*

**LOCATION:** NICARRY MEETNGHOUSE  
PARKING LOT

**FREQUENCY:** SCRUB SALE WILL BE  
OFFERED QUARTERLY

**QUESTIONS:** SERVICE LINE  
ADMINISTRATORS

**Sign-up to get email & text  
reminders with a coupon  
to use on our next visit!**

Scan the  
code with  
your phone:



Can't scan the code above? Go to  
[scrubsonwheels.com/remind-me](http://scrubsonwheels.com/remind-me)  
and use the code below to sign up:

**ZM6BQ8Y**



**Phone: 866-727-8273**

**Fax: 574-970-0382**

**[www.scrubsonwheels.com](http://www.scrubsonwheels.com)**

## May Wellbeing Challenge

May 1 - May 31

Complete at least 5 challenges listed below and return to HR by June 4<sup>th</sup> to receive a small gift.



- Find Your Calm at Nicarry**  
Visit the Meditation Room in Nicarry and take a few quiet moments to reset, recharge, or simply breathe.
- Move for Your Mood**  
*Join a Wellness class that helps you unwind and energize.*
- Reconnect & Reach Out**  
*Send a friendly email to a team member you haven't talked to in a while. A quick "checking in" can brighten someone's day.*
- Take It Outside**  
Enjoy your lunch break outdoors. Fresh air, natural light, and a change of scenery can do wonders for your mental wellbeing.
- Invest in Your Future**  
Learn more about CKV's Tuition Assistance Program!
- Break it Up**  
Fully disconnect during one break today.
- Double Up**  
Refill your bottle or cup at least twice throughout your shift.
- Your Wellbeing, Your Way**  
Choose an activity that supports your wellbeing that feels meaningful and motivating to you.

Name: \_\_\_\_\_

# 19<sup>th</sup> Annual *Butterfly Release*

Enjoy live music from Whispering Creek Bluegrass as they open our event. The Derr family is known for their rich, sacred bluegrass tradition and the wonderful music they share with our community.

Refreshments will be available, along with children's activities for families to enjoy.

We invite you to join us for this wonderful annual tradition as we gather together for a meaningful and memorable morning.



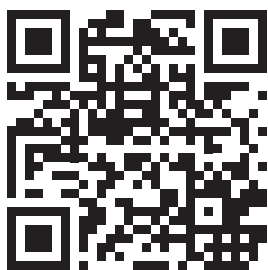
featuring  
**Whispering Creek Bluegrass**

**Saturday, May 30, 2026**



**10:00 am**

**Cross Keys Village Pond  
2990 Carlisle Pike  
New Oxford, PA 17350  
717-624-5208**



[crosskeysvillage.org/butterfly](https://crosskeysvillage.org/butterfly)



**THE BRETHERN HOME  
FOUNDATION**

VILLAGE LIBRARY COMMITTEE

PAPERBACK

BOOK

SALE

Paperback Books \$0.50  
or 3 for \$1.00

THURSDAY

May 21

10:00 am - 6:00 pm

GARDEN ROOM





# RETIREMENT PLAN REPRESENTATIVE ON SITE



Start shaping your financial future.

Retirement plan representative, Tim Schroyer, will be on site to assist with specific questions regarding your retirement account.



**WHEN: Wednesday, May 13<sup>th</sup> from 10 am – 3 pm**

**WHERE: Heritage Room**

**Healthcare building 1<sup>st</sup> floor down the hall from the HR office**

## Not sure where to start? Have you...

- ✓ Updated or designated retirement account beneficiaries
- ✓ Considered rollover of other retirement accounts
- ✓ Adjusted or increased your personal contribution
- ✓ Created an online account with Corebridge

To schedule a confidential one-on-one meeting, contact Human Resources:

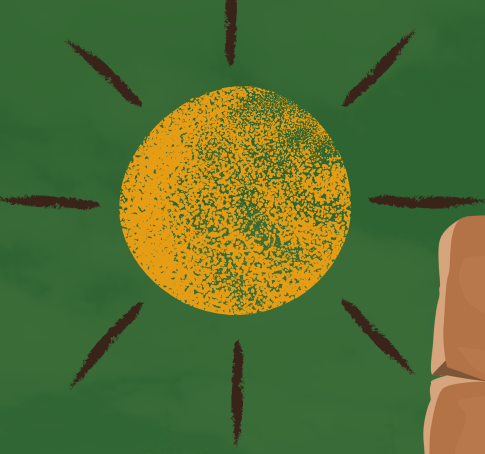
**EMAIL:** [humanresources@crosskeysvillage.org](mailto:humanresources@crosskeysvillage.org)

**TEXT:** 717-647-5925

**CALL:** 717-624-5395



*To ensure availability, meeting reservations are strongly encouraged.*



# CAMP EDER Summer Camps

**June 14 - July 24**

**ARTS &  
CRAFTS**

**WATER  
ACTIVITIES**

**BIBLE STUDY  
AND MORE!**

Looking for something fun for your children or grandchildren to do during the summer but worried about the price tag associated with summer camp?

**We have good news!** The Faith Community will provide monetary aid (**80% of the cost of camp**) for your children or grandchildren to attend Camp Eder. Camps are scheduled for groups of all ages from kindergarten through grade 12.

\*When registering, please note that a scholarship is available for you through The Faith Community.

**Adventure  
Awaits You at  
Camp Eder!**

For more information about  
Camp Eder visit:

**[www.campeder.org](http://www.campeder.org)**

For questions about  
scholarships contact:

**CKV Pastoral Care office at x5253.**



# Current Openings

## Healthcare Center

- Activities Leader (On call)
- Campus Driver
- Campus Security
- CNA
- Concierge Services Assistant
- Cook
- Dining Services Specialist
- Housekeeping and Laundry Assistant
- LPN
- NA Classes
- RN
- RNAC
- RN Supervisor
- Scheduling Assistant (Part-time)

## Residential Living

- Dining Services Supervisor
- Housekeeper
- Line Cook
- Server
- Village Health Navigator

## Personal Care

- LPN Coordinator
- Personal Care Attendant/CNA/Med Tech

## Brookside

- Homemaker
- LPN Coordinator
- Personal Care Attendant/CNA/Med Tech

## Ancillary Departments

- Director of Development
- HVAC/Plumber
- Seasonal Groundskeeper

## Lifespring

- Lifespring Attendant (On-call)
- Lifespring Engagement Specialist (On-call)