PINECREST
CARING COMMUNITY

PINECREST BOARD OF TRUSTEES

Date: Thursday, January 26, 2012	Time: 2:00 p.m. CST
Presiding: Margaret Bastien, Chairperson	Place: Conference Room
Recording Secretary: Lois Ball, Executive Secretary	

Roll Call: Gerald Smith, Gladys Elegeert, Elaine Boyne, Catherine Driscoll, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Pen Bastien, Richard Mapes,

Liaison Members present : John Degenaer, Jr,
Liaison Members absent: Harrington, Ann Martin,., Charlie Meintz

Leadership Team Members Present: Darlene smith, Candy Meintz, Sharline Corrigan, Jessica Boucher

Guests: Gerald McCole, Tony Seely, Peggy Eichhorn, Stacy Johnson, Laurie Britton, Sandi Gauthier, Amy Lantagne

TOPIC	DISCUSSION	OUTCOME
Call to order	The meeting was called to order by Chairperson Bastien at 2:00 p.m.	
Approval of January Agenda		A motion was made by Trustee Driscoll, supported by Trustee Elegeert, to approve the January Agenda as presented. Motion carried.
Approval of December Meeting	The minutes of the December Meeting had been	Motion was made by Trustee Boyne,

Minutes	mailed to the members prior to this meeting.	supported by Trustee Kaufman, to approve the minutes of the December Meeting. Motion carried.
Review of Financial Statement	The Financial Statement for December 2011 was reviewed by CFO Candace Meintz. A discussion was held in the decline of resident census and other related areas.	A motion was made by Trustee Driscoll supported by Trustee Oliver, to accept the Financial Statement as presented. Motion carried.
Manifest of Invoices	The Manifest of Invoices had been mailed to the members prior to this meeting for their review.	A motion was made by Trustee Elegeert, supported by Trustee Bradley, to accept the Manifest of Invoices as presented and to pay the bills. Motion carried.
Executive Committee	Action Item 1: Leave of Absence Policy – the policy had been mailed to members prior to this meeting for their review. Donative Transfer of funds from Whispering Pines to Pinecrest was discussed. Whispering Pines Committee Members stated they had not discussed this at the Committee Meeting prior to the this Board Meeting and asked for a postponement. Bad debt write off. Explained by Sharline Corrigan, some items were denied by medical review, now no matter what, we are beyond the filing limit. Each month the list is a different group of residents. It gives us a chance to show you what we are doing. Board Members asked if these listed are all different issues (yes). The Board was told that the government has made a change now, we used to have a longer window now they have a one year window. Discussion continued and the Board was also told that there are a few accounts that will be taken to small claim courts.	Motion to approve the Policy was made by Trustee Smith, supported by Trustee Driscoll Motion carried. This Action Item was postponed until next month to allow Whispering Pines Committee to discuss this request. A motion was made by Trustee Kaufman, supported by Trustee Thorne, to accept the bad debt write off for this month. Motion carried.

Quality Assurance and Resident Council Reports	Darlene Smith gave the reports on these committees. All departments were watching for name tags. A couple of days ago we got a report that we are in complete compliance. Resident Council meetings at the Groves : reviewed the calendar, resident rights, recommendations to go out for fish fry, drains draining slow, they asked to go out shopping. At Pinecrest, Penney ad Claudia talked to residents about variety of menus. Residents want to alternate shopping areas, signs for parking by ambulance entrance were requested and making visitors aware that there is no smoking on grounds for visitors was also requested.	A motion was made by Trustee Supported by Trustee Motion carried.
Report on Safety Committee EDEN Alternative	Lois Ball reported that the Safety Committee had met to discuss safety issues such as fie exit steps, the Emergency Plan which is being revised; the amount of personal items in resident rooms; door alarms, parking, snow plowing etc. The Committee reviewed the incidents and accidents of residents and employees. Lois also reported that she has been working on the Eden Alternative paperwork for the facility. She stated that the Eden Alternative now wants to make facilities accountable for belonging to the group, not just pay a membership fee. There are "Milestones" that the Eden group ask you to fulfill. After fulfilling Milestone 1, we moved on to Milestones 2 and 3, in which there is a huge amount of training required for staff, residents and family members. She stated that she has just finished a budget where she matched up the training with the costs involved and will be reviewing this with the Leadership Team soon.	A motion was made by Trustee Elegeert, supported by Trustee Boyne, to accept the Safety Committee and EDEN Alternative Reports as presented. Motion carried.
Administrator's Report	Administrator Mapes reported that he had attended	A motion to approve the Administrator's

	the MCF's meeting in Lansing on January 12th. He highlighted the reports given at that meeting and especially noted that the UP wide MCF's advertisement will be shown in 6 spots during the Pre-Game Super Bowl Sunday. He also attended the District 5 meeting were discussion was held on the fact that Michigan leads the nation in monetary fines to nursing facilities. Darlene Smith, Resident Services Director, reported that she did attend the monthly meetings of DON's and the Alzheimer's Group.	report was made by Trustee Boyne, supported by Trustee Driscoll. Motion carried.
Administrator's Report	Administrator Mapes reported the State did a revisit survey and on January 20th we were recertified. Administrator Mapes also reported that the Child Care Center renovations will begin this weekend. We will bring the child care up to standards per Life Safety Code.	A motion was made by Trustee Bradley, supported by Trustee Smith, to approve the Administrator's Report. Motion carried.
November Financial Statement	Trustee Kaufman noted that the November Financial Statement had not been prepared for the December Meeting and it is in today's packet, but has not been acted on. Trustee Kaufman suggested that the Board entertain a motion to approve the November Financial Statement.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the November Financial Statement. Motion carried.
Comments from Liaison Members	There were no comments from Liaison Members.	
Comments from the Public	There were no comments from the public.	
Adjournment.	The meeting adjourned at 2:38 p.m. CST	A motion was made by Trustee Smith, supported by Trustee Elegeert, to adjourn the meeting. Motion carried.

Barbara Oliver, Secretary

Barbara J Oliver

Richard Mapes, Administrator