PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, December 15, 2016	Place: Island Resort and Casino
Presiding: Catherine Driscoll, Vice-President	Time: 4:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: Vice-Chairperson Driscoll called the meeting to order at 4:00 p.m. Central Time

Roll Call:
Trustees present: Mary Harrington, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Jan Hafeman, Darlene Smith, Administrator.
Trustees absent: Elaine Boyne, Donna Schomin, Barbara Oliver, Gary Eichhorn.

Leadership Team Members Present: Candace Meintz, CFO; Susan Williamson, DON; Nicole Freeland, DON

TOPIC	DISCUSSION	OUTCOME
Approval of the December 2016 Agenda	Administrator Smith asked the Board to amend the Agenda to include: 8. b. New IRS Mileage Standard	A motion was made by Trustee Hafeman, supported by Trustee Harrington to approved the amended agenda. Motion carried.
Board action on the Minutes of the November 2016 Meeting	The minutes of the meeting had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Naser, supported by Trustee Hafeman, to approve the minutes as presented. Motion carried.

Board action on the November Manifest of Invoices	The Manifest of Invoices had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Degenaer, supported by Trustee Harrington, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Action on Financial Statements for December 2016	Due to time constraints December Financial information was not ready to be presented at this meeting.	
Request for approval of 2017 Operating Budget	The Operating Budget was reviewed with the Trustees by Administrator Smith and CFO Meintz.	A motion was made by Trustee Hafeman, supported by Trustee Harrington, to approve the 2017 Operating Budget as presented. Motion carried.
Whispering Pines Committee Report	There was no report from the Committee at this time.	
Review of 2017 board Meeting dates and request from Administrator for a change to the March 2017 Meeting date	Administrator Smith requested that the March 2017 Meeting date be changed to the 5th Thursday, March 30th.	A motion was made by Trustee Hafeman, supported by Trustee Degenaer, to approve the change to the March meeting date. Motion carried.
New IRS Mileage Standard	Administrator Smith requested that the mileage rate be adjusted to reflect the new IRS rate of 53.5	A motion was made by Trustee Degenaer, supported
Report of Quality Assurance and Resident Council Meeting	Nicole Freeman, DON, reported on the Resident Council Meeting held at Pine Grove and Cedar Grove. The residents at Cedar Grove requested some outings to the casino. The QA Meeting minutes were reviewed. LPNs continue to do weekly med cart checks. We have begun the QAPI Project for falls and continue to work on Phase I implementation of new rules.	A motion was made by Trustee Hafeman, supported by Trustee Harrington, to approve the Reports of Quality Assurance and Resident Council Meetings. Motion carried.

Report of Safety Committee Meeting	Lois Ball reported that the committee met and all incidents and accidents of residents and employees were reviewed. They discussed resident falls and the new QAPI Program.	A motion was made by Trustee Harrington, supported by Trustee Degenaer, to approve the Safety Committee Report as presented. Motion carried.
Administrator's Report	Administrator Smith reported that she attended the Water Authority Meeting held on December 7th, the Iron Mountain Networking Meeting held on Dec 13th, the HCAM Meeting held on Dec 14 where they learned about surveys taking place. She urged the Board to take a walk through the building. 100, 200 and 300 wings are getting new flooring. She thanked Mary Harrington for being on our board and supporting us through these years. Trustee Harrington stated that she has enjoyed being on the Board and stated that she feels Administrator Smith is doing a good job and stated that she urges the Board members to continue to support her. Trustee Naser asked about the Hannahville Grant. Administrator Smith stated that we did receive the Hannahville Grant for security and doors. We are very grateful to them for grant	A motion was made by Trustee Degenaer, supported by Trustee Harrington, to approve the Administrator's Report as presented. Motion carried.

	money which will enable us to do these upgrades. Administrator Smith noted that the Fire Marshal is at our building today. Trustee Degenaer asked about the logging project. Administrator Smith stated that Rory Mattson was out with the logger and as soon as the logger brings us the down payment due he will be able to start the project. Everything is going well, Rory is being very specific with him. She also noted that we certainly appreciate everything that Rory is doing for us on this project.	
Comments from the Public	There were no comments at this time.	
Adjournment	The meeting adjourned at 4:20 p.m. The next meeting is scheduled for Thursday, January 27, 2017 at 2:00 p.m. in the Board Room at Pinecrest.	A motion was made by Trustee Hafeman, supported by Trustee Degenaer to adjourn the meeting.

Gary Eichhorn, Secretary

Darlene Smith, Acting Secretary

Darlene Smith 1/26/17