PINECREST
Caring Community

MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, February 23, 2017	Place: Board Room
Presiding: Elaine Boyne, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: Chairperson Boyne called the meeting to order at 2:00 p.m. Central Time

Roll Call:
Trustees present: Elaine Boyne, Barbara Oliver, Catherine Driscoll, John Degenaer, Jr., Gary Eichhorn, Jan Hafeman, and Darlene Smith, Administrator.

Trustees absent: Donna Schomin, Theresa Nelson, Jeff Naser.

Leadership Team Members Present: Candace Meintz, CFO and Nicole Freeland, Director of Nursing.

Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Discussion with Philip Alt, Auditor from Plante and Moran	Mr. Alt addressed the Board. He complimented Candy and Darlene and their team on how well they are doing, and how prepared they were for the audit and worked well with the audit team. They will be back in April to	The Board thanked Mr. Alt and his team for their work here this week.

	present the final reports. He thanks everyone for having the team come here and asked if there were any specific questions.	
Approval of the February 2017 Agenda	A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to add "Closed Session to discuss Timber Sale" as 4B.	A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to approve the Agenda with the addition of 4B.
Board action on the Minutes of the January 2017 Meeting	The minutes of the meeting had been sent to Board Members prior to this meeting for review.	A motion was made by Trustee Hafeman, supported by Trustee Eichhorn, to approve the minutes as presented. Motion carried.
Board action on the minutes of The January 2017 Closed Meeting	Minutes of the Meeting were handed out to the Board Members, who reviewed them and turned them back in.	A motion was made by Trustee Hafeman, supported by Trustee Eichhorn, to approve the minutes of the Closed Meeting as presented. Motion carried.
Closed Meeting to discuss the Timber Sale	A motion was made by Trustee Hafeman, supported by Trustee Eichhorn to go into closed session. The meeting went into closed session at 2:07 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to return to open session. Motion carried. The meeting returned to Open Session at 2:15 p.m.
Board Action on the January Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this meeting for review.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Action on Financial Statement for January 2017	CFO Meintz reviewed the Financial Statements.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver to approve the Financial Statement as presented.
Whispering Pines Committee Report	Trustee Driscoll reported that the Whispering Pines Committee had met prior to this meeting. All homes are	A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve

	doing quite well. The Committee reviewed the organizational charts for Whispering Pines and Great Northern Home Care.	the Whispering Pines Committee report as presented. Motion carried.
Review and request permission for write offs	There were no write offs this month	
Permission for Administrator and D.O.N. to attend the Joint Provider Surveyor Training and request for $378.00 for rooms	Administrator Smith explained that at this meeting they learn some of the things that they surveyors will be looking for when they come into the facility.	A motion was made by Trustee Driscoll, supported by Trustee Hafeman. To approve permission to attend the conference and the cost of $378.00 to attend. Motion carried.
Report of Quality Assurance and Resident Council Committees	Nicole Freeland, Director of Nursing reported on the Resident Council Committee Meeting stating that they reviewed the activity calendar and asked to have a Shopko outing and a breakfast outing added to the calendar. They would like to go out on a Smelt Fry. They were reminded that the Fire Marshal does not allow extension cords in the residents' rooms. She also reported on the Quality Assurance for February noting that we have completed Phase I and are continuing on with Phase II. She reviewed the different department reports for the month and reported that the new furniture and televisions purchased through the Ellen K. Russell,	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the report as presented.

	Michael Miketinac and Pinecrest Charitable Funds has been put out. She also reported to the Board that we have hired 14 CNA's (7 through our sponsorship of their training), 2 LPNs and 2 RNs so far this year and she will be interviewing 5 CNA's tomorrow.	
Report of Safety Committee	Lois Ball reported that there had not been a Safety Committee held in February. She did tell the Board that in planning for her retirement next year she has asked Davey Vandermissen to take over as Safety Committee Chairperson beginning next month.	A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the report as presented. Motion carried.
Administrator's Report	Administrator Smith reported to the Board that we have been working with Spalding Township regarding a parcel of land that Pinecrest had deeded them in 1998. The deed states that if the property isn't used it would revert back to the facility. This piece of property is part of what they now want to put a walking trail on. Since the land was not used back in 1998 for the wayside park, they feel that the deed as recorded will not pass for use now by the DNR and they are asking for a lease, or a new deed, to allow for the walking trail. Administrator Smith stated that the Township would draw up a new deed with the same wording.	A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the re-deeding of the property with the same wording as the previous deed. Motion carried.

	Administrator Smith reported that she attended the MCF Meeting held at Iron County on January 25th, the Alzheimer's Meeting on February 14th, the Water Authority on February 22nd and the Ellen K. Russell, Michael Miketinac and Pinecrest Charitable Trusts Meeting on February 22nd.	
	We held contract reopeners with SEIU on February 8th and AFSCME on February 9th and we have settled both. Each group then ratified their contracts. We are asking the Board to ratify the contracts and approve a 2% wage increase for each group as well as a 2% wage increase for management personnel.	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the ratification of the SEIU and AFSCME contracts and the wage increases for all groups. Motion carried.
	Administrator Smith reported to the Board that SEIU Healthcare Michigan was placed in emergency Trusteeship while an investigation into wrongdoing is conducted. She read the letter she had received.	
	Administrator Smith stated that there will be a House Committee Meeting following this meeting today.	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the Administrator's report as presented. Motion carried.
Comments from the Public	There were no comments from the public	

Adjournment	The meeting adjourned at 2:31 p.m. The next meeting is scheduled for Thursday, March 30th at 2:00 p.m. Central Time. This is the 5th Thursday of the month.	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to adjourn. Motion carried.

Gary Eichhorn, Secretary

Darlene Smith, Acting Secretary

Darlene Smith, 3/30/17