PINECREST
CARING COMMUNITY

PINECREST BOARD OF TRUSTEES MEETING

Date: May 24, 2012	Place: Board Room
Presiding: Gerald Smith, Vice-Chair	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball	

Present: Gerald Smith; Gladys Elegeert; Elaine Boyne; Katie Driscoll; Barbara Oliver; Barbara Thorne; Michael Kaufman; Richard Mapes, Administrator
Absent: Mary Bradley, Margaret Bastien.
Liaison Members present: Mary Harrington
Liaison Members absent: John Degenaer Jr, Charlie Meintz
Also Present: Darlene Smith, Candace Meintz, Sharline Corrigan
Guests: Peggy Eichhorn, Todd Flath, Ralph Gearhart, Robin Vanenkevort, Amy Lantagne, Sandi Bazinet, Sandi Gauthier, Laurie Britton

TOPIC	DISCUSSION	OUTCOME
Call to order	The meeting was called to order at 2:00 p.m. CST	
Board Action on Minutes of the April 26, 2012 meeting	The minutes from the April meeting had been sent prior to this meeting for the Board's review.	A motion was made by Trustee Elegeert, supported by Trustee Driscoll, to accept the Agenda as presented. Motion carried.
Review of Financial Statements for April 2012	Candy Meintz, CFO reviewed the Financial Statements.	A motion was made by Trustee Driscoll, supported by Trustee Oliver to accept the Financial Statements as presented. Motion carried.

Manifest of Invoices	The Manifest of Invoices had been mailed to the Board Members for review prior to this meeting.	A motion was made by Trustee Elegeert, supported by Trustee Boyne, to accept the Manifest of Invoices and to pay the bills. Motion carried.
	Action Item 1: The Board was asked to consider a request to approve the reimbursement of lodging expenses for the Trustee and employee who had attended the NACo Legislative Conference held February 2012. Action Item 2: Looking for the board to approve a write off in the amount of $9638.89. Sharline Corrigan stated that most are Part B Medicare Services. Action Item 3: Committee Appointments: Administrator Mapes reviewed the Committee Appointments as prepared by Chairwoman Bastien. He noted that we would like to have them effective immediately. Discussion of assignments and duties was held. Trustee Thorne asked about the assignments to the Ellen K. Russell Trust and it was explained that the Trust is separate from the Board and Committee Appointments would not include the Trust.	A motion was made by Trustee Kaufman, supported by Trustee Elegeert, to approve the reimbursement of those expenses. A motion to approve the Bad Debt Write Off in the amount of $9,638.89 was made by Trustee Boyne, supported by Trustee Driscoll. Motion carried. A motion was made by Trustee Driscoll, supported by Trustee Oliver, to accept the Committee Appointments. Motion carried.
Whispering Pines Committee Report	Administrator Mapes reported on each of the homes and the activity within, as well as Great Northern Home Care in Gladstone, Menominee and Iron Mountain.	A motion was made by Trustee Kaufman, supported by Trustee Elegeert, to accept the Whispering Pines report. Motion carried.

Report on Quality Assurance and Resident Council.	The Quality Assurance Meeting will be held next Tuesday. Darlene Smith reported on the Resident Council Meetings held on Friday the 11th at Cedar Grove, Pine Grove and Pinecrest. Minutes and activities were reviewed.	A motion was made by Trustee Kaufman supported by Trustee Driscoll , to approve the Resident Council report.
Safety Committee Meeting	The Safety Committee Meeting for May was not held.	
Report on Meetings and Conferences Attended	Administrator Mapes reported that he and Darlene Smith had attended the HCAM conference in Marquette May 2nd and 3rd. We will be attended the MCMCFC Spring Conference June 4-7. We have 2 Board Members who will be attended as well as Darlene and Administrator Mapes and he asked that the Board consider allowing Candy Meintz, CFO to attend as well. He requested that they consider making a motion to approve the cost of her registration and lodging. There will be an arbitration meeting with Local 854 on August 6th. The SOAR report was reviewed with the Board. The report gives a broad view of our operations.	A motion to approve the cost of registration and lodging for Candy Meintz, CFO to attend the Spring Conference was made by Trustee Driscoll, supported by Trustee Elegeert. Motion carried. A motion was made by Trustee Driscoll supported by Trustee Elegeert to accept the Administrator's Report on Meetings and Conferences attended.
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 2:35 p.m. CST	A motion to adjourn was made by Trustee Elegeert, supported by

		Trustee Driscoll. Motion carried.
The next meeting of the Pinecrest Board of Trustees	The meeting in the month of June is scheduled for Thursday, June 28, 2012 at 2:00 p.m. CST.	

Barbara Oliver, Secretary

Barbara J. Oliver

Richard Mapes, Administrator