PINECREST BOARD MEETING MINUTES

Committee: Board of Trustees	Date: May 27, 2010
Presiding: Gladys Elegeert, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	Place: Board Room

Board Members present:	Gladys Elegeert, Gerald McCole, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, Richard Mapes.
Board Members absent:	Gerald Smith, Elaine Boyne
County Liaison Members present:	There were no Liaison Members present at today's meeting.
Leadership Team Members present:	Darlene Smith, Candace Meintz, Kelly Bellmore, Jessica Boucher, Lois Ball
Guests present:	Todd Flath

TOPIC	DISCUSSION	OUTCOME/RESPONSIBLE PERSON
Agenda	There were no additions or deletions to the agenda for May	A motion was made by Trustee Oliver, supported by Trustee Bastien, to approve the May Agenda. Motion carried.
Board approval of April Minutes	The minutes of the April 2010 meeting had been sent to Board Members prior to the meeting for their review.	A motion was made by Trustee McCole, supported by Trustee Kaufman, to approve the Minutes of the April Meeting. Motion carried.
Review of Financial Statement	Candace Meintz, CFO, reviewed the Financial Statement.	A motion to accept the Financial Statement as presented was made by Trustee Bradley, supported by Trustee Bastient. Motion carried.
Board action on Manifest of Invoices	The Manifest of Invoices had been sent to Board Members for review prior to the regular Meeting.	A motion was made by Trustee Bastien, supported by Trustee Bradley, to accept the Manifest of Invoices and to pay the bills. Motion carried.
Committee Reports Executive Committee	 Action Item #1: Secretary Bastien opened the bids for Dairy Products and the Board reviewed the bids received.	 A motion was made by Trustee Bastien, supported by Trustee Bradley, to approve the low bid from Jilbert Dairy and award them the one year contract for dairy products at the facility. Motion carried.
	Action Item #2: Feasibility Study. The Executive Committee had reviewed a proposal from Plante & Moran to provide the facility with a feasibility study regarding a low income housing project. The fee would be $4,500.00 and the study would be conducted within a six week period. The Executive Committee had made a motion	A motion was made by Trustee Bastien, supported by Trustee Oliver, to accept the proposal from Plante & Moran and to move ahead with the Feasibility Study. Motion carried.

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	to recommend the Board review this proposal.	
	Action Item #3: NACo Board Member Rotation. The Executive Committee had reviewed a recommendation that the Board of Trustees recognize the rotation of County's individual Trustees to participation in the NACo annual Legislative and Mid-year conferences and have served as a Board Member in good standing for no less than 12 months. The Committee brought this recommendation to the Board for review, discussion and motion.	A motion was made by Trustee Bradley, supported by Trustee Bastien, to approve the rotation of Board Members for attending meetings. Motion carried.
	Action Item #4: The Executive Committee recommended to the Board the adoption of the a resolution to approve Darlene Smith, Director of Resident Services, as the "Acting Administrator" during the absence of the Administrator and that during the absence of both the Administrator and Acting Administrator, the CFO, Candace Meintz, be approved to act on matters related to the daily operations of the facility.	A motion was made by Trustee Kaufman, supported by Trustee Bradley to approve this resolution. Motion carried.
	Action Item #5: The Executive Committee recommended to the Board that a review of the Closed Meeting Minutes be held and a motion be made to approve the Closed Meeting Minutes of the March 25, 2010 meeting per the Open Meeting Act.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to accept the minutes of the closed meeting as presented. Motion carried.
	Action Item #6: Write Off of Bad Debts: The Executive Committee recommended to the Board of Trustees for review and a motion, a list of debts that was being presented as a write off. The Board reviewed the information.	A motion was made by Trustee Bastien, supported by Trustee Oliver, to accept the Write Off of Bad Debts as presented. Motion carried.

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Committee Reports, continued Whispering Pines/Powers Activity Center Committee	Trustee Bradley reported on the activities of Whispering Pines, each home as well as Great Northern Home Care and the Powers Activity Center. She noted that all programs are doing well.	A motion was made by Trustee Bastien, supported by Trustee McCole, to approve the Whispering Pines Report. Motion carried.
Unfinished and New Business		
Report of Quality Assurance	Darlene Smith, Director of Resident Services reported on the Quality Assurance Meeting for the month of May. She discussed each department that had given their report for the month.	A motion was made by Trustee Bastien, supported by Trustee Oliver, to accept the Quality Assurance Report as presented. Motion carried.
Safety Committee Meeting	Lois Ball, Secretary, gave the Safety Committee Report for the month of May. She discussed a new initiative being taken by the Committee to provide inservices to employees. She also discussed the incidents/accidents for the month.	A motion was made by Trustee Bastien, supported by Trustee Oliver, to accept the Safety Committee report as presented. Motion carried.
Report on Meetings and Conferences Attended	Administrator Mapes reported that he had attended the Healthcare Roundtable and the MCMCFC Spring Conference during May. He stated that he felt the conference had been excellent.	A motion was made by Trustee Bradley, supported by Trustee Bastien, to accept the Administrator's report. Motion carried.
Administrator's Report	The Administrator reported on the recent negotiations with SEIU. He noted that the union had accepted our proposal for insurance but had asked for mediation in the area of wages. He also reported on the Child Care Center, noting that our architect, Al Goudrea, had been having meetings and is setting up a project meeting for the end of June when bids for building contractors will be looked at. It was also noted that (thanks to Mary Bradley who called	A motion was made by Trustee Kaufman, supported by Trustee Bastien, to accept the Administrator's report. Motion carried.

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	to let us know there was a grant available) we had been awarded a $2,500 grant from the Women's Circle of the M&M Foundation. Darlene noted that at the presentation of the grant she had talked with some of the women of the Circle and they had indicated that there may be more money available when we want to get computers or educational things for the child care center. Administrator Mapes reviewed the Plante & Moran proposal for the feasibility study. He noted that the plan is to have the report back before the meeting in July. Administrator Mapes announced that we have hired a new Community Relations Director. Dianna Seymour will be starting next week.	
Seek approval for Administrator and Trustee to attend upcoming NACo Conference	The Administrator and Trustee McCole are scheduled to attend the NACo Summer Conference July 16-20.	A motion was made by Trustee Bradley, supported by Trustee Bastien, to approve the Administrator and Trustee McCole attend the Summer Conference. Motion carried.
Comments from the Liaison Members	There were no comments from the Liaison Members.	
Public Comments	There were no comments from the guests at this time.	
Adjournment.	The next regular meeting is scheduled for Thursday, June 24, 2010. The meeting adjourned at 2:40 p.m.	A motion was made by Trustee McCole, supported by Trustee Bradley, to adjourn the meeting. Motion carried.

Margaret Bastien, Secretary

Margaret Bastien

Richard Mapes, Acting Secretary