PINECREST
CARING COMMUNITY

PINECREST BOARD OF TRUSTEES MEETING

Date: Wednesday, November 23, 2011	Place: Board Room
Time: 2:00 p.m.	
Presiding: Margaret Bastien, Interim Chairperson	Recording Secretary: Lois Ball, Executive Secretary

Present: Gladys Elegeert, Elaine Boyne, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, Richard Mapes, Administrator; Barbara Oliver joined the meeting at 2:05 p.m.

Absent: Gerald Smith, Catherine Driscoll

Liaison Members Present: Mary Harrington

Liaison Members Absent: John Degenaer, Jr, Charlie Meintz

Leadership Team present: Darlene Smith, Candace Meintz, Sharline Corrigan

Guests: Gerald McCole, Betty McCole, Thomas Bastien, Amy Lantagne

TOPIC	DISCUSSION	OUTCOME
Call to order	The meeting was brought to order at 2:00 p.m. by Chairperson Bastien.	
Approval of November Agenda		The Agenda was approved by motion of Trustee Elegeert, supported by Trustee Boyne. Motion carried.
Board action on Minutes of October Meeting	The minutes of the October meeting had been sent to Board Members prior to this meeting.	A motion was made by Trustee Boyne, supported by Trustee

		Elegeert, to accept the October Minutes as presented. Motion carried.
Review of Financial Statements for October 2011	Candace Meintz, CFO, reviewed the Financial Statement for the month of October.	A motion to approve the Financial Statements was made by Trustee Bradley, supported by Trustee Elegeert, to accept the Financial Statement as presented. Motion carried.
Board action on Manifest of Invoices	The Manifest of Invoices had been mailed to the Board Members for their review prior to this meeting.	A motion was made by Trustee Boyne, supported by Trustee Kaufman, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Committee Reports Executive Committee	Chairperson Bastien noted that because we did not have a quorum we did not hold an Executive Committee Meeting therefore, the Resolutions were being presented to the Board for approval. Action Item 1. 2012 Capital Budget Administrator and CFO reviewed the proposal.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to accept the Capital Budget as presented.
	Action Item 2. TV 6 Advertising Proposal. Administrator Mapes reviewed the TV 6 Proposal to advertise with the television station in a UP MCF wide program which would include individual spots for each Facility. Board Members felt this was a good idea to pursue.	A motion to approve the TV6 proposal was made by Trustee Bradley, supported by Trustee Oliver. Motion carried.
	Action Item3. Bad Debt Write Off. Sharline Corrigan, Billing Specialist reviewed the write off request and the circumstances surrounding this. Board Members would like to see us continue to try to recover this account balance.	A motion was made by Trustee Kaufman, supported by Trustee Boyne, to approve the write off request and that the facility continue to work on recovery of this account.

		Motion carried.
	Action Item 4. Northern Michigan Bank and Trust. Administrator Mapes and CFO Meintz explained the request to move the Facility's investments from Wells Fargo to the Northern Michigan Bank and Trust.	A motion was made by Trustee Boyne, supported by Trustee Elegeert, to approve the request to move the Facility's investments from Wells Fargo to Northern Michigan Bank and Trust. Motion carried.
	Action Item 5. 2012 Room Rate Increase. The Board considered the request to increase the Facility room rate from 190 per day to $193.00 per day.	A motion to approve the room rate increase was made by Trustee Kaufman, supported by Trustee Elegeert. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Bradley reported on each home and the activities within each home.	A motion was made by Trustee Elegeert, supported by Trustee Oliver, to accept the report as presented. Motion carried.
Unfinished and New Business		
Report of Quality Assurance and Resident Council Committees	Darlene Smith presented the Quality Assurance and detailed the reports from each Department that presented this month. She also reported on the Minutes of the Resident Council Meeting for the month.	A motion was made by Trustee Oliver, supported by Trustee Boyne, to accept the reports as presented. Motion carried.
Safety Committee	Lois Ball reported that the Safety Committee had met this month and because there hadn't been meetings for several months prior the committee spent its time reviewing all the incidents and accidents. She reported that there were no major issues brought up.	A motion to approve the Safety Committee Report was made by Trustee Bradley, supported by Trustee Elegeert. Motion carried.
Report on Meetings and Conferences attended	Administrator Mapes reported that he, along with Darlene and Candy, had attended the MCF Conference in Mount Pleasant. He discussed the Certified Public Expense and stated that Eric feels we	

	should be seeing something from that come back to us. Trustee Kaufman reported on the Ellen K. Russell Trust meeting. He stated that the Trust has agreed to purchase 5 wheelchairs for the residents' use. He stated that he had looked over the capital equipment budget and sees some items that are for resident use that the Trust may be able to help with. He also reported that the Water Authority had meet that morning. He noted there were no problems. Trustee Kaufman did note that there is a petition downstairs and asked Board Members to sign it before leaving today. The petition is being sent to Washington to make Congress aware that we do not want cuts made to Medicare and Medicaid.	
Administrator's Report	Administrator Mapes reviewed the time line for the State citation, of which we have been cleared. He also reported on the annual State inspection which was held November 15-17. Administrator Mapes and CFO Meintz reviewed 2012 Budget assumptions. Administrator Mapes noted that there will be a $3 per day increase in the cost of child care. He also noted that registrations for seminars will be paid by Pinecrest but travel and lodging will be the expense of the employee or Board Member.	A motion was made by Trustee Bradley, supported by Trustee Boyne to approve the Administrator's Report. Motion carried.
Liaison Members comments	There were no comments made by the Liaison Member present.	
Public comments	Gerald McCole read a statement and asked that the statement be placed in the minutes in its entirety: "An update for Pinecrest on the behalf of Betty and I. For the past six years, I have been under Public Act 286 and had to obey the Michigan Compiled Laws as instructed by the Attorney General. All this time the Dickinson County Board of Commissioners did not obey these laws. Along with them there were others who did not comply. The result was problems in the Department of Human Services Board and Agency in Dickinson County.	

	Menominee County and Delta County have rules and guidelines for their Boards of Commissioners to follow to see they are abiding. Thus they obey the State Laws when it comes to their Department of Human Services Boards and their other Boards. The Dickinson County Board of Commissioners does not have any rules or guidelines. As we progress, probably through the courts and Attorney General, the past years and problems will unfold, along with present and future. Stay tuned."	
Adjournment	The next meeting will be held on Thursday, December 15, 2011 at 2:00 p.m.	A motion to adjourn was made by Trustee Bradley, supported by Trustee Boyne. Motion carried. The meeting adjourned at 2:51 p.m.

Gerald Smith, Secretary

Richard Mapes, Administrator