PINECREST MEDICAL CARE FACILITY
BOARD OF TRUSTEES MEETING

Date: December 15, 2011	Place: Board Room
Presiding: Margaret Bastien, Chairperson	Time: 2:00 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

Present: Gerald Smith, Gladys Elegeert, Katie Driscoll, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien

Board Members Absent: Elaine Boyne

Liaison Members Present: No Liaison Members were present at today's meeting.

Leadership team Members present: Candace Meintz, Sharline Corrigan

Guests: Amy Lantagne

TOPIC	DISCUSSION	OUTCOME
Call to order	The meeting was called to order at 2:00 p.m. CST by Chairperson Bastien.	
Approval of December Agenda		A motion to approve the agenda was made by Trustee supported by Trustee to approve the agenda
Board action on Minutes of	The minutes of the November meeting had been mailed	A motion to approve the minutes of the

November 23, 2011 meeting	to the Board Members prior to the meeting.	November meeting was made by Trustee supported by Trustee. Trustee Driscoll abstained from voting. Motion carried.
Review of Financial Statements for November 2011	Financial Statements for November are not prepared at this time. They will be presented at the January 2012 meeting.	
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 Bradley, supported by Trustee Kaufman, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Reports Executive Committee	Action Item 1: 2012 Operating Budget. The budget was reviewed with the Board Members by Administrator Mapes and CFO Meintz. Action Item 2: Bad Debt Write-Offs. Sharline Corrigan, Accounts Receivable Specialist, reviewed the list of bad debt write offs with the Board and discussed each case. Whispering Pines/Powers Activity Center Committee Report: Trustee Bradley reported that they Center had held their Christmas party today and it was a great time for all.	A motion was made by Trustee Smith, supported by Trustee Bradley, to approve the 2012 Operating Budget as presented. Motion carried. A motion was made by Trustee Kaufman, supported by Trustee Smith, to approve the list of bad debt write offs. Motion carried.
Unfinished and New Business	Report of Quality Assurance and Resident Council: there were no reports available at this time. Report of Safety Committee: Safety Committee did not meet this month. Report on Meetings and Conferences attended: Administrator Mapes reported that he had attended the U P Healthcare Roundtable Meeting in Marquette on December 5th. Some items discussed included the accountable care organization; the health assessment	

	done for each county which is indicative to measure health care needs in each county; Work force-the need for LPN's and that they had written a letter to the Dean of Nursing at NMU asking them to consider reinstituting the LPN Program into the curriculum; health care innovative grants.	
	Administrator Mapes will attend the NACo Legislative Conference in Washington DC March 3-7. If a Board Member were to attend it would be someone from Dickinson County who should attend. The members from Dickinson will discuss this and let the Administrator know if one of them is interested in attending. Administrator Mapes also noted that this will be dovetailed by the MCSSA Meeting in Lansing beginning March 13th.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to approve the Administrator's attendance at the NACo meeting and to cover the cost of registration fees. Motion carried.
	Administrator's Report: Administrator Mapes reported on the outcome of our annual survey. He noted that there were four areas of concern but the State had accepted our Plan of Correction.	
	2012 Budget Assumptions: Administrator Mapes and CFO Meintz reviewed the Budget Assumptions and discussed several areas.	
	Administrator Mapes asked the Board to consider filling the vacancy that is currently on the on the Executive Committee. The Board noted that the vacancy is to be filled by a Dickinson County Board Member and Barbara Oliver is the next in line to fill a position on that Committee.	A motion was made by Trustee Elegeert, supported by Trustee Driscoll, to appoint Barbara Oliver to the Executive Committee. Motion carried.

		A motion was made by Trustee Bradley, supported by Trustee Smith, to accept the Administrator's report. Motion carried.
Comments from Liaison Members	There were no Liaison Members in attendance at today's meeting.	
Public Comments	There were no public comments made.	
Adjournment	The meeting adjourned at 2:35 p.m.	A motion to adjourn was made by Trustee Bradley, supported by Trustee Elegeert. Motion carried.

Gerald Smith, Secretary

Richard Mapes, Administrator