



PINECREST MEDICAL CARE FACILITY BOARD OF TRUSTEES MEETING
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Date: September 22, 2011	Time: 2:02 PM CST
Presiding: Gerald McCole, Chairperson	Place: Board Room
Recording Secretary: Lois Ball, Executive Secretary	

Board Members Present: Elaine Boyne, Gerald McCole, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman and Richard Mapes, Administrator

Board Members Absent: Gerald Smith, Gladys Elegeert and Peg Bastien

Liaison Members Present: none were present

Liaison Members Absent: Mary Harrington, Ann Martin, Charlie Meintz, John Degenauer, Jr.

Leadership Team Members Present: Candace Meintz

Guests: Amy Lantagne, Janet Gagne and Janice Betters

TOPIC	DISCUSSION	OUTCOME
The meeting was called to order at 2:02 p.m. CST		
Approval of Agenda	The Agenda was approved with no additions or deletions.	A motion was made by Trustee Bradley, supported by Trustee Boyne. Motion carried.

Board Action on Minutes of the August 25, 2011 meeting	The minutes had been sent to Board Members prior to this meeting.	A motion was made by Trustee Boyne, supported by Trustee Oliver, to accept the minutes of the August Meeting as present. Motion carried.
Financial Statement for August 2011	The Financial Statement were reviewed by Candace Meintz, CFO Discussion was held concerning the statement, census of the building and marketing.	A motion to approve the Financial Statements as presented was made by Trustee Oliver, supported by Mary Bradley. Motion carried.
Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this meeting.	A motion to approve the Manifest of Invoices and to pay the bills was made by Trustee Kaufman, supported by Trustee Boyne. Motion carried.
	Transportation Policy had been sent to Board Members prior to this meeting. Bad Debt Write Off was reviewed by Board Members.	A motion to approve the policy as presented was made by Trustee Bradley, supported by Trustee Boyne. Motion carried. A motion to approve the Bad Debt write offs as presented was made by Trustee Kaufman, supported by Trustee Bradley. Motion carried.
By-Laws	Changes were reviewed and discussed.	A motion to approve was made by Trustee Boyne, supported by Trustee Oliver. Motion carried
Whispering Pines	The Trustees of the Whispering Pines Committee will tour each home next week and have their Board Meeting afterward.	
Quality Assurance	The report was tabled for the month	
Safety Committee	There was no meeting this month	
Meetings and Conferences	Richard attended the First of the month OSF Advisory Meeting Upcoming Meetings: HCAM Oct 2-4 Richard plans to attend and receive an award for one of our employees who was bestowed a scholarship. On Tuesday he will come back for the employee banquet.	

minutes from Sept. 2011

	<p>Jessica and Richard will attend conference in ... h October 12-13 for adult foster care.</p> <p>Trustee Kaufman reported that there had been a special Meeting of the Ellen K. Russell/Michael Miketinac Trust prior to this meeting to review the statements of the trust and there were no requests made by Pinecrest at this meeting.</p>	
Child Care Center Update	Administrator Mapes handed out drafts of the new drawings of the child care center changes and explained the drawings to the Trustees.	
Employee Relations Coordinator update	<p>Administrator Mapes noted that we have made the decision to not fill this position at Pinecrest. He has suggested that Jessica fill that position and have someone full time, or part time over there.</p> <p>He also noted that Whispering Pines is looking at hiring a consultant to help with the certification for Medicare and Medicare for Great Northern Home Care.</p>	
Resident family satisfaction	Administrator Mapes reviewed the Summary of the satisfaction survey from residents and families.	
Charter Cable	<p>We have some interest in upgrading our cable TV, and internet service</p> <p>We are waiting on a quote from them on a bundled service that would include the phone service</p>	
Board of Trustees Christmas Party	The party will be held December 10 th at the Island Resort and Casino.	Invitations will be mailed.
Adjournment	The meeting was adjourned at 2:58 p.m.	A motion was made by Trustee Kaufman, supported by Trustee Bradley. Motion carried.

Gerald Smith, Secretary



Richard Mapes, Administrator


