



<b>MINUTES OF THE MEETING OF THE PINECREST BOARD OF TRUSTEES</b>
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Date: June 27, 2013	PLACE: Board Room
PRESIDING: Gerald Smith, Chairperson	TIME: 2:00 p.m. Central Time
RECORDING SECRETARY: Lois Ball, Executive Secretary	

Call to order	Chairperson Smith called the meeting to order at 2:00 p.m. Central Time
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Roll Call: Trustees Present: Gerald Smith, Elaine Boyne, Katie Driscoll, Barbara Oliver, Randall VanGasse, Mary Bradley, Michael Kaufman, Jeff Naser; Richard Mapes, Administrator

Trustee Absent: Debbi Springinsguth

County Liaison Members Present: Mary Harrington

County Liaison Members Absent: John Degenauer, Jr.; Jan Hafeman

Leadership Team Members Present: Darlene Smith, Sharline Corrigan

TOPIC	DISCUSSION	OUTCOME
Approval of June Agenda		A motion was made by Trustee Bradley,

		supported by Trustee Oliver to approve the June Agenda as presented. Motion carried.
Approval of Minutes of May meeting	Trustee Bradley requested that a correction showing that she was absent from the May meeting be made.	Trustee Driscoll made a motion to accept the May minutes with the one correction. Support was added by Trustee Oliver. Motion carried.
Review of Financial Statement for May 2013	<p>Sharline Corrigan reviewed the Financial statements for May 2013. Administrator Mapes explained that the investments were low because of the money market affecting our bonds. He noted that we continue to do collections and keep on top of that.</p> <p>Trustee Naser asked who our financial planner was, it is Plante and Moran and a discussion was held on financial planning.</p> <p>Administrator Mapes stated that starting Monday, July 1<sup>st</sup>, our first floor will be private rooms and our licensed capacity will be 140 residents. This is a positive thing for our residents and it does not affect our staff.</p>	A motion was made by Trustee Bradley, supported by Trustee Boyne to accept the Financial Statements as presented. Motion carried.
Board Action on Manifest of Invoices	The Manifest of Invoices had been sent to Trustees prior to this meeting for their review.	A motion was made by Trustee Kaufman, supported by Trustee Naser, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Reports Whispering Pines/Powers Activity Center Committee Report	A report was given by Trustee Bradley, the Chairperson of Whispering Pines Committee. She reported on each home and entity, the residents and staff and activities at each place.	A motion was made by Trustee Boyne, supported by Trustee VanGasse, to approve the Whispering Pines/Powers Activity Center Committee Report. Motion carried.
Board Action / Resolutions	Work Place Violence and Harassment Policy was sent to Trustees for their review prior to this meeting.	A motion was made by Trustee Kaufman, supported by Boyne, to approve this policy. Motion carried.
Board Action / Resolutions	Bad Debt Write Off – Sharline Corrigan reported to the Board that the one resident bill presented for write offs was that the resident passed away before the family could get their finances in order.	A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the write offs as presented. Motion carried.

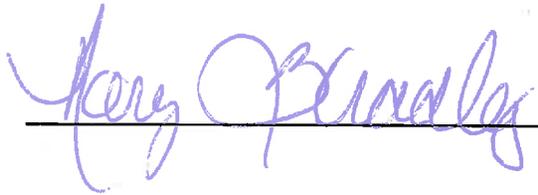
	<p>The American Transmission Company proposal was reviewed by Administrator Mapes. He presented copies of maps to show where the transmission lines would run and discussion was held.</p> <p>Trustee Naser thanked Administrator Mapes for his work on this project.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the ATC proposal as discussed and presented by Mr. Neil Palmer, ATC Representative. Motion carried.</p>
<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Darlene Smith gave a report on the Quality Assurance Program for the month of June and the individual departments that gave presentations. The Caring Spirit Committee is selling tickets to the LPGA with the proceeds going to the Caring Spirit Committee. Eden training here on July 15, 16 and 17. Trustee Bradley is planning on attending along with 10 employees</p> <p>She also reported on the Resident Council Committee meetings held at each of the three houses. They each reviewed the activity calendar for July, the F222 tag, Fourth of July plans. Residents were reminded to keep treats in zip lock bags to keep out ants. One resident requested to have dinner on front porch.</p> <p>Cedar Grove elders requested a clock in the sun room and were very happy when the clock was brought in.</p>	<p>A motion was made by Trustee Boyne, supported by Trustee Van Gasse, to accept the reports as presented. Motion carried.</p>
<p>Safety Committee Meeting</p>	<p>Lois Ball gave a report on the Safety Committee activities for the month of June.</p>	<p>A motion was made by Trustee Naser, supported by Trustee Oliver, to accept the report as presented. Motion carried.</p>
<p>Report on Meetings and Conferences Attended</p>	<p>Administrator Mapes reviewed the conference agenda from the Spring MCMCFC meeting earlier this month.</p> <p>Trustee Naser gave a report on all of the conference meetings he had attended.</p>	<p>A motion was made by Trustee Kaufman, supported by Trustee Boyne, to approve the Report on Meetings and Conferences Attended. Motion carried.</p>

	<p>Darlene Smith stated that she had attended the monthly Alzheimer's Meeting as well as the Spring Conference.</p>	
<p>Administrator's Report</p>	<p>American Transmission Letter. Administrator Mapes handed out a letter to each Board Member which gave approval to the project as agreed upon between the Board and ATC. After discussion it was agreed that each Board Member will sign their letter and the letters will then be mailed collectively to ATC.</p> <p>MDCH Facility Reported Incidents: Darlene gave an overview of the Level D citation we had received earlier this month for a self reported incident.</p> <p>House Bill 4740: This House Bill is being introduced by Representative Ed McBroom. It will change the current statute to allow a County Commissioner from each County to be appointed to the Pinecrest Board. Trustee Naser discussed his views on this, stating that as a Governor's appointee he is against this move. He encouraged other Board Members to talk with Representative McBroom and voice their opinion. Pinecrest was set up like this and has been like this since 1929.</p> <p>Local 854 – Demand for Arbitration. Two hearings have been scheduled at this time.</p> <p>Timber Management Plan: After the ATC meeting with Spalding Township and changes made there, Rory Mattson is revising his Timber Management Plan before presenting it to the Administrator. His work is being covered through a grant, so there is no charge to the facility.</p>	<p>A motion was made by Trustee Driscoll, supported by Trustee Oliver, to accept the Administrator's report as presented. Motion carried.</p>

	<p>Joint Provider Conference – September 10<sup>th</sup>. Administrator Mapes requested \$450.00 in travel costs to allow Darlene Smith to attend the September Joint Provider Conference.</p> <p>Summer Conference for MCF/MC SSA, is scheduled for August 19-21. Administrator Mapes will not be able to attend as he will be at a County Board Meeting to discuss the Whispering Pines item.</p> <p>Deregulation of Utilities: Administrator Mapes discussed the deregulation of utilities and the proposal received by Integrys Energy Services, a retail energy supplier that would manage and provide us with our energy needs. They are predicting a substantial yearly savings with their plan. Administrator Mapes noted that Dickinson County has approved the use of Integrys for their County needs and there were other referrals given to him by their representative for him to check out. He asked the Board's approval to go ahead with a three (3) year contract with Integrys Energy Services. Trustees VanGasse and Naser stated that they had interests in this company and would abstain from voting.</p>	<p>A motion was made by Trustee Bradley, supported by Trustee Driscoll, to approve the expenditure of \$450.00 for travel to allow Mrs. Smith to attend the Joint Provider Conference. Motion carried.</p> <p>A motion was made by Trustee Bradley, supported by Trustee Boyne, to approve a three (3) year contract with Integrys Energy Services. Trustee VanGasse abstained from voting. Trustee Naser abstained from voting. Motion carried.</p>
<p>Whispering Pines proposal to go to direct deposit of payroll.</p>	<p>Trustee Bradley requested approval from the Board to allow Whispering Pines to use direct deposit of payroll to the First National Bank of Norway.</p>	<p>A motion was made by Trustee Oliver, supported by Trustee Boyne, to allow Whispering Pines to use direct deposit of payroll to the First National Bank of Norway. Motion carried.</p>
<p>Comments from Liaison Members</p>	<p>Liaison Member Harrington discussed the time and effort put in by the Administrator and some Board Members in working with ATC on the power line issue, noting thank you very much for the people of the</p>	

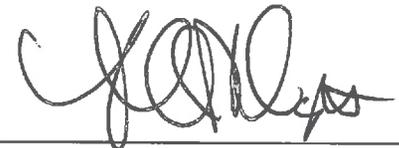
	community and people of Pinecrest. She added they had done a good job.	
Comments from the Public	There were no public comments	
Adjournment	The meeting adjourned at 3:09 p.m.	A motion to adjourn was made by Trustee Oliver, supported by Trustee Driscoll. Motion carried.

Mary Bradley, Secretary




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Richard Mapes, Administrator




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