PINECREST
CARING COMMUNITY

MINUTES OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, January 22, 2015	Place: Board Room
Presiding: Barbara Oliver, Chairperson	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order at 2:00 p.m. Central Time by Chairperson Oliver

Roll Call: Trustees present: Gerald Smith, Mary Harrington, Debbi Springinsguth, Barbara Oliver, Catherine Driscoll, Randall VanGasse, John Degenaer, Jr., Jan Hafeman and Administrator, Darlene Smith.

Trustees Absent: Elaine Boyne, Jeff Naser, Gary Eichhorn

Leadership Team Members Present: Candace Meintz, CFO and Susan Williamson, Director of Nursing

Guests: Terry Grondine, Neil Palmer from ATC

TOPIC	DISCUSSION	OUTCOME
Approval of January 2015 Agenda	There were no additions or deletions to the Agenda	A motion was made by Trustee Hafeman, supported by Trustee Degenaer. Motion carried.

Board action on Minutes of the December 18, 2014 meeting	The minutes had been sent to Board Members prior to this meeting for review	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve the minutes as presented. Motion carried.
Review and Approval of Financial Statements for November and December 2014	CFO Meintz reviewed the Financial Statements for November. The Statements had been sent to the Board Members prior to this meeting for their review. There were no questions at this time. CFO Meintz also reviewed the December Financial Statement. She stated that this is the financial statement that she will present to the auditors when they come in February.	A motion was made by Trustee Smith, supported by Trustee Hafeman to approve the November Financial Statement as presented. Motion carried. A motion was made by Trustee Driscoll, supported by Trustee Smith, to approve the December Financial Statement as presented. Motion carried.
Board Action on the December Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this meeting for review.	A motion was made by Trustee VanGasse, supported by Trustee Springinsguth, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Presentation by Neil Palmer from ATC	Mr. Palmer discussed the ATC project which is to run new electrical lines throughout a mapped out area of the UP. This area includes Pinecrest land. He presented and explained two easements which allow them to put lines on Pinecrest property. Administrator Smith stated that Rory Mattson has also reviewed the paperwork and easements. The easements are all done by attorneys.	A motion was made by Trustee Degenaer, supported by Trustee Smith, to approve the signing of the easements. Motion carried. Chairperson Oliver signed the easements, they were notarized and ATC will process them at the County level.

	Administrator Smith asked about the Right of Way Clearing Sheet – danger trees and asked Mr. Palmer to explain how far off the Right of Way that they could go. He explained that there is a Federal law that requires them to maintain the lines so that trees cannot fall on a line and cause major outages or other problems, and it makes them financial liable if such a thing occurs. Each year the line is walked/flown to determine if a tree is big enough to fall on the line. It is done on a safety perspective. Pinecrest has determined that ATC is to cut the right of way out as we will not have the bids finished in time to have someone cutting the land off by the time ATC needs it done. Mr. Palmer noted that ATC will be on our property in July to begin cutting the right of way. He also stated that the contractors on this job will be M J Electric out of Iron Mountain.	
Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll reported on the Whispering Pines Committee Meeting held prior to this meeting.	A motion was made by Trustee Hafeman, supported by Trustee Harrington, to approve the report as presented. Motion carried.
Report of Quality Assurance and Resident Council Meetings	Susan Williamson, Director of Nursing, reported on Quality Assurance. We are working on items related to a state visit in	A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to

	December. The State surveyor did a desk review and we have been cleared of that citation. She also reported on Resident Council from each of the homes. Our visitor ban is now lifted so residents can have visitors again. There were no concerns brought up in the meetings.	approve the report as presented. Motion carried.
Safety Committee Meeting	Lois Ball, Safety Committee Secretary, reported on the meeting held on January 13, 2015. There were no new concerns brought up by staff at this time.	A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the report as presented. Motion carried.
House Committee Meeting	Immediately following the Board Meeting we will hold a House Committee Meeting to discuss 2 grievances.	
Facility Bus	Administrator Smith reported that she has been having talks with Jesse Schram related to having his bus service in Marquette come down to provide our transportation needs. She stated that costs would be $550.00 for an 8 hour day and while we could share the bus with Whispering Pines, there are only 2 tie downs on the bus. She also stated that Trustee Harrington had called her to discuss using the DATA bus service. A new director is willing to talk with Administrator Smith about Pinecrest's needs. Administrator Smith stated that she will call Mr. Stapleton tomorrow.	

Administrator's report	Administrator Smith reported that she attended an OSF Advisory meeting on January 6th and participated in a phone conference with UPHP that day. She stated that UPHP is still not ready but plan to start on March 1st. She attended the Alzheimer's meeting on January 13th, the Ellen K. Russell/Michael Miketinac/Pinecrest Charitable Fund Trust Meeting on January 20th. She has also met with Local 854 twice and SEIU once to review current contracts. Contracts are due in March. They hope to have reviewed each contract thoroughly prior to that. We are waiting on the insurance costs which we are hoping to have by the 3rd week of February.	A motion was made by Trustee Smith, supported by Trustee Degenaer, to approve the Administrator's Report. Motion carried.
Comments from the Public	There were no comments at this time.	
Adjournment	The meeting adjourned at 2:56 p.m.	A motion was made by Trustee Smith, supported by Trustee Degenaer, to adjourn the meeting. Motion carried.

Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Administrator

Darlene Smith adm 2/26/15