Date: January 24, 2019	Place: Pinecrest Board Rooms
Presiding: Gary Eichhorn, Chairperson via phone	Time: 2:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order:

Roll Call: Trustees present: Theresa Nelson, Nicole Chouinard, Kristine Mulder, Catherine Driscoll, John Degenaer, Jr., Gerald Piche, and Gary Eichhorn via phone

Trustees absent: Mary Olsen, Donna Schomin

Leadership Team present: Nancy Mach, Executive Assistant, Heather Niarhos, Director of Nursing, Jessica Johnson, Controller, David Vandermissen, Jr., Amy Mays, Dietician, Lacy Gearhart, Food Service Assistant

Guest: Todd Flath, Jessica Kleiman and Terry Grondin

TOPIC	DICUSSION	OUTCOME
Approval of January 2019 Agenda	The Agenda was reviewed	A motion was made by Trustee Driscoll to accept the January 2019 Agenda, seconded by Trustee Mulder. Motion carried

TOPIC	DICUSSION	OUTCOME
Board action on the December 2018 Minutes	The Minutes from December 2018 meeting were reviewed	A motion was made by Trustee Degenaer,Jr. to accept the Minutes, seconded by Trustee Nelson. Motion carried

TOPIC	DICUSSION	OUTCOME
Board action on the December Manifest of Invoices	The December Manifest of Invoices were reviewed. Trustee Nelson questioned the spaces after each entry, Jessica Johnson explained it is the way the new system lists items	A motion was made by Trustee Mulder, seconded by Trustee Driscoll. Motion carried

TOPIC	DICUSSION	OUTCOME
Board Action on December 2018 Financial Statement	Jessica Johnson, Chief Financial Officer discussed the new look of the Financial Statement with our new accounting software, all bugs not worked out yet, but getting better. Jessica included the November 2018 with the December 2018 due to not being able to get the report for the December meeting due to the new system issues. Jessica read through the Balance Sheet, Statement of Operation and year end totals and discussed how the accruals look different, how the CTO balance is lumped in the Liabilities, discussion on the long term Liability note and we operated year to date under the loss that was budgeted. Jessica discussed the Census Report for Delta, Dickinson and Menominee Counties.	A motion was made by Trustee Mulder to accept the November and December 2018 Financial Statements, seconded by Trustee Driscoll. Motion carried

TOPIC	DICUSSION	OUTCOME
Report from Whispering Pines Board Meeting	Trustee Driscoll stated that nothing unusual happened, but that she did not bring her notes with her to give a report. The Board also agreed to appoint Kristine Mulder and Theresa Nelson to the Whispering Pines Board, the next meeting will be in March 2019	

TOPIC	DICUSSION	OUTCOME
Report on Permission for Write offs	Jessica Johnson, Chief Financial Officer read through the Write offs	A motion was made by trustee Driscoll to accept the Write offs, seconded by Trustee Mulder. Motion carried

TOPIC	DICUSSION	OUTCOME
Report of Quality Assurance and Resident Council Committees	Heather Niarhos, Director of Nursing report on Amy Mayes, Dietician meet with Residents to make changes to the menus with the ongoing Dietary project, the members of the Resident Council would like to put together a pamphlet for new residents coming into the facility to provide information about the facility and answer any questions a new resident may have	

TOPIC	DICUSSION	OUTCOME
Safety Committee Report	David Vandermissen, Jr. reported on the January Safety Committee the ongoing projects, talking to staff about walking and texting, Fire drills, snow melt working, washer/dryer project and the updating of resident rooms, family room and Business office areas. New business OSHA labeling for all pipes. Trustee Degenaer, Jr. asked about if this is all Hospitals and Medical facilities, David Vandermissen, Jr. said all above ceiling pipes must be labeled. Trustee Nelson asked about the new van, David Vandermissen, Jr. said it is ongoing, we can only get 2 tie downs plus 2 people to fit. Trustee Eichhorn encouraged the Board Member to look at the rooms that have been updated	A motion was made to accept the Safety Committee minutes by Trustee Degenaer, Jr., seconded by Trustee Mulder. Motion carried

TOPIC	DICUSSION	OUTCOME
Administrator's Report	Nicole Chouinard, Administrator said Lyle Townsen, Pharmacy consultant was here working with the Therapy Department to increase productivity, Nicole attended the Alzheimer's meeting, Nicole attended the Whispering Pines Recognition Dinner that was very nice and a HCAM Webcam on optimizing medication changes that are being put in effect	A motion was made to accept the Administrator's Report by Trustee Degenaer, Jr., seconded by Trustee Mulder. Motion carried

TOPIC	DICUSSION	OUTCOME
Comments from the Public	No comments were made from the public. Trustee Degenear, Jr. told the Board that the Dickinson County Fair will have a Senior Day program this year and want to invite any of our Seniors who are interested to be honored for the day at the Fair. Gerald Piche wanted to say he is very happy to be a Board Member of Pinecrest, he has wanted to for some time, his mother and his wife both worked at Pinecrest. Trustee Nelson asked about any further discussion on a Millage for Pinecrest, Nicole Chouinard, Administrator said we are considering asking for a millage for Pinecrest to cover a $300,000 tax penalty that Pinecrest would receive if we spend too much money running as a Class 1 facility when we should be a Class 3 facility, it is very involved and we can have Plant & Moran come to a meeting to explain what would be needed, Jessica Johnson explained that we are reimbursed by what we spend, and what our rate is, to bump up the rate we need to be able to spend more, Jessica said it is hard to budget and not go over the amount for Class 1 when we do not know the amount for Class 1 until the end of the year. Trustee Nelson notified the Board that she will not be at the February meeting	

TOPIC	DICUSSION	OUTCOME
Adjournment Jan2019 page5	The meeting was adjourned at 2:53pm CST	

John Degenaer, Jr., Secretary

Nicole Chouinard, Acting Secretary