PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES

AMENDED MINUTES

Date: Thursday, May 28, 2015	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 0 p.m. CST
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: The meeting was called to order by Chairperson Naser at 2:00 p.m. CST

Roll Call:
Trustees present: Gerald Smith, Elaine Boyne, Mary Harrington, Debbi Springinsguth, Barbara Oliver, Catherine Driscoll, Jeff Naser, Jan Hafeman, and Darlene Smith, Administrator.
Trustees absent: Randall VanGasse and David Prestin. **Amended:** Also absent: John Degenaer and Gary Eichhorn.
Also present: Leadership Team Members: Candace Meintz, CFO and Susan Williamson, Director of Nursing
Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the May 2015 Agenda	Administrator Smith requested the following items be added to the agenda: 1.) Review and Request for Approval of Bad Debt Write Off	A moiton was made by Trustee Smith, supported by Trustee Driscoll, to approve the Agenda with the additions. Motion carried.

Board action on Minutes of the April 23, 2015 meeting	The minutes were reveiwed.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the minutes as presented. Motion carried.
Review and approval of Financial Statements for April 2015	Candace Meintz, CFO, revewied the Financial Statements for April. Trustee Hafeman asked about the investments being down. CFO Meintz explained that the market had flucuated again this past month causing the loss in investments. Census and costs of items were discussed.	A motion was made by Trustee Springinsguth, supported by Trustee Smith, to accept the Financial Statement as presented. Motion carried.
Board action on the April Manifest of Invoices	The Manifest of Invoices had been sent to Board Members for review prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Driscoll. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll stated that all homes are doing very well. They had their CARF 2 day survey and they developed an internal transportation policy.	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the report as presented. Motion carried.
Review and Request for Board to sign Adminsitrator's contract	The Board had approved the contract at the April Meeting, but it had not been signed. Chairperson Naser, Vice-Chair Boyne and Secretary Driscoll sign the contract.	
Request for Administrator and Director of Nursing to attend MCMCFC Summer Conference	The conference will be held June 1-4 at Boyne Highlands. Administrator Smith reqeusted $700.00 for the confernce and $978 for room/meals.	A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the request. Motion carried.
Request for approval of Bad Debt Write Off	CFO Meintz reviewed the Bad Debt Write Off. Administrator Smith stated that they refer higher amounts to the attorney for	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Write Off in the amount of

	collections. Trustee Springinsguth stated that she did talk with Attorney General Bill Schuette. He said if it is an interreptation of the law with Medicaid he can help. If it is a matter of law we would nee do talk with Tom Casperson and Ed McBroom.	$10,100.84 as presented. Motion carried.
Report of Quality Assurance and Resident Council Committees	Susan Williamson, DON, reviewed the Resident Council meetings for the month. None of the houses had issues or concerns. Residents are not happy with the Fire Marshall's rule of no decorations being hung from the ceiling, etc., but said they understand. They are excited to be able to plant the garden and above ground planters. These planters were donated by our Auxiliary. Laurie Britton, along with the girl scounts and brownies will be working in the garden . Deryck Korhonen and the Boy Scout troop will also be helping out. Trustee Boyne asked if we had approached a Master Gardener's program for people to come out and help. Administrator Smith stated that she will ask Cheryl Rochon if she would contact them. Trustee Harrington asked if residents can eat the vegetables they grow. Administrator Smith responded that there are new rules now that do allow them to eat the vegetables.	

	Dietary must wash them appropriately and cook them for the residents. DON Williamson also reported on this month's QA, noting that we had gone through a survey revisit and had been cleared of citations. However, the next day the surveryors reviewed a FRI which was cleared and a 3 part complaint. 1 portion of the complaint did not pass and we were given a level D under F323.	
Report of Safety Committee	Lois Ball reported that the Safety Committee did not meet in May.	
Baord Committee Assignments	Assignments were sent to Board Members	
Administrator's Report	Administrator Smith reported that IT has been waiting for main piece of software, it needs to be customized. They have reconfigured the room, done cabeling, they tell us that they need a conditioning unit to prevent power surges. She reported that the retaining wall is coming along well and the road (being done by the Village) are coming along well and should be done by next week. We passed our survey complaince resurvy and we hope to have a little celebration soon. In regards to the unlawaful mailings discussed last month, she call in the	

	Sheriff's Department. They investigated and we are reviewing tapes.	
Meetings and Conferences attended	Adminsitrator Smith reported that she did attend the Ellen K. Russell, Michael Miketinac and Pinecrest Chairtable Fund meeting on April 28th. She outlined the events she attended tat the UP Education Days in Marquette on May 6 and 7. She attended the Alzheimer's Suport group in Escanaba May 12th, the Iron Mountain Networking Meeting on May 26,the Water Authority Meeting here at Pinecrest on May 27th as well as the M & M Networking Meeting on May 2th.	
New Policy Review	Administrator Smith reviewed a policy on Admission and Readmission of residents. Because we have had issues lately we have put this policy into writing. Gerald Betters had used this back then, but it was never in writing. The policy states that if an individual owes the facilty money they will not be admitted. Also, an individual must have prior authorization when needed before being admitted into the facility.	A motion was made by Trustee Smith, supported by Trustee Hafeman to apporve the Policy as written.
Comments from the Public	There were no comments at this time.	

Adjournment	The meeting adjourned at 2:38 p.m.	A motion was made by Trustee Driscoll, supported by Trustee Boyne. Motion carried.

Catherine Driscoll, Secretary

Darlene Smith, Ass't Secretary

Catherine Driscoll

Darlene Smith 6/25/15