PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES

Date: Thursday, June 25, 2015	Place: Board Room
Presiding: Jeff Naser, Chairperson	Time: 2:00 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, John Degenaer, Jr., Jeff Naser, Gary Eichhorn and Darlene Smith, Administrator.
Trustees absent: Randall VanGasse, Jan Hafeman and David Prestin.
Also present: Leadership Team Members: Candace Meintz, CFO and Susan Williamson, Director of Nursing
Guests: Steve Hruska, Ryan Bergman, Delta Cuinty Administrator and Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the June 2015 Agenda	There were no additions or deletions to the agenda	A motion was made by Trustee Smith, supported by Trustee Oliver, to approve the Agenda as presented at this meeting. Motion carried.

Board action on Minutes of the May 2015 meeting.	The minutes had been sent to Board Members prior to the meeting. Trustee Springinsguth noted that Trustees Degenaer and Eichhorn were not recorded as being present or absent in the minutes. The minutes will be amended to show that Trustees Degenaer and Eichhorn were absent for the May Meeting.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the minutes. Motion carried.
Review and Request for approval of Financial Statements for May 2015	CFO Candy Meintz reviewed the Financial Statements with those present. There were no questions regarding the statements.	A motion was made by Trustee Degenaer, supported by Trustee Eichhorn, to approve the Financial Statements as presented. Motion carried.
Board action on the May Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to the meeting for review. There were no questions regarding the Manifest of Invoices.	A motion was made by Trustee Smith, supported by Trustee Springinsguth. Motion carried.
Board Committee Reports: Whispering Pines/Powers Activity Center Committee Report	Trustee Driscoll reported that the Whispering Pines Committee met prior to this meeting. All homes at all locations are doing well. There is one opening at the Gladstone Home. There were no policies reviewed at today's meeting.	A motion was made by Trustee Degenaer, supported by Trustee Boyne, to approve the report as presented. Motion carried.
Board Action Items/Resolutions Request for Cheryl Graham to attend ECS Charting Conference	A request was made for Cheryl Graham, Health Information Specialist to attend the ECS Charting Conference in Madison. The request was for $1051.00 in expenses. Trustee Degenaer asked if this was an annual conference. Administrator Smith stated that it is but this year we are just ready to go into some big changes	A motion was made by Trustee Smith, supported by Trustee Boyne, to approve the requested $1051.00 to allow Mrs. Graham to attend the conference. Motion carried.

	and it is very important that she attend this year's conference.	
Unfinished and New Business Report of Quality Assurance and Resident Council Meetings	Susan Williamson, DON reported on the Resident Council Meetings for all 3 homes. Each home reviewed the activity calendar, the 4th of July activities, and the procedure for the new fire retardant spray we will be using on decorations. They were reminded that night lights must be kept uncovered. The Pinecrest residents thanked the staff for the Prom. They discussed the cookout and chose their foods, requested chicken for Father's Day. They are enjoying the outside raised beds on our patio which were donated by the Auxiliary. She also reported on the monthly QA Meeting. She stated that we have been cleared of citations from our annual survey and complaint, so are now cleared of everything.	A motion was made by Trustee Springinsguth, supported by Trustee Degenaer to approve the reports as presented. Motion carried.
Safety Committee Report	Lois Ball reported that the Safety Committee did meet and reviewed all incidents and accidents for the past 2 months. There were no issues or concerns brought to the committee. She also noted that a representative from our new excess carrier insurance agency will be working with staff here to educate	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the report as presented. Motion carried.

	them on Workers Compensation Insurance.	
Administrator's Report Meetings and conferences attended	Administrator Smith reported that the Fire Marshal had come back the other afternoon and has cleared us of all citations. He was happy that we had worked so hard to get this taken care of. She noted that he is very much a teacher. She thanked all departments, but especially maintenance for their hard work to get so much accomplished. IT is working hard to bring things up to where we need it, we will be off line tonight for 8 to 12 hours. The retaining wall is close to being finished. We've had a couple of issues with pavement but they tell us they will make it right. Dickinson County Memorial – Communications meeting Career Connections, part of the Job Force Board, on June 10th HCAM on June 17th, where the major topic was the Fire Marshal	A motion was made by Trustee Smith, supported by Trustee Degenaer, to approve the Administrator's report and Meetings and Conferences Attended report. Motion carried.
Grants	Administrator Smith announced that the Facility has been awarded 3 grants 1) M&M Area Foundation has given the facility a $1,500 grant to	

	provide more exercise for the residents in the forms of exercise and gardening. 2) MMRMA has awarded us a $5000 matching funds grant for security lighting 3) MIOSHA has awarded us a $5000 matching funds grants for safety equipment in the means of a bariatric lift for Pinecrest and 3 ceiling lifts for Cedar Grove.	
Comments from the Public	There were no comments from the Public	
Adjournment	The meeting adjourned at 2:19 p.m.	A motion was made by Trustee Smith, supported by Trustee Boyne, to adjourn the meeting. Motion carried.

Katherine Driscoll, Secretary

Katherine Driscoll 7/23/15

Darlene Smith, Acting Secretary

Darlene Smith 7/23/15