



**A SPECIAL MEETING OF THE PINECREST BOARD OF TRUSTEES**

<b>Date:</b> Monday, June 9, 2014	<b>Place:</b> Board Room
<b>Presiding:</b> Barbara Oliver, Chairperson	<b>Time:</b> 2:00 p.m. Central time
<b>Recording Secretary:</b> Lois Ball, Executive Secretary	

**Roll Call:**  
**Trustees Present:** Gerald Smith, Elaine Boyne, Debi Springinsguth, Mary Harrington, Barbara Oliver, Catherine Driscoll, Randall VanGasse, Jeff Naser, Gary Eichhorn, Jan Hafeman. **Present via telephone:** Trustee John Degenaer, Jr.  
**Also present:** Darlene Smith, Administrator.

**Trustees Absent:** Mary Bradley

**Also present:** Candace Meintz, Barbara Blahnik, Jessica Boucher, Terry Grondine, Peggy Eichhorn, Amy Lantagne

<b>Board Action Item:</b> Review of Bids	<p>The Board Reviewed the bids for renovation of the Administrator's home. Bids were received from</p> <ol style="list-style-type: none"> <li>1) Blue Fox Construction in the amount of \$13,820.00</li> <li>2) Tim Deming Construction in the amount of \$40,890.00</li> <li>3) Getzloff Construction LLC in the amount of \$43,563.00</li> </ol>	<p>A motion was made by Trustee Smith, supported by Trustee Eichhorn, to accept the bid of Blue Fox Construction in the amount of \$13,820.00. Motion carried.</p>
--	--	--

	<p>The Board held a lengthy discussion regarding the bids.</p> <p>It was noted by Jessica Boucher, Assistant Administrator of Whispering Pines that we have clients ready and waiting for the home to be opened as a Supported Independent Home (SIP Home). It was also noted that the work we will do ourselves is that the gas stove has to be replaced with an electric stove, that the broken glass in the den will be fixed,( that room is being looked at as a respite room). We will need to build a wheelchair ramp into the home.</p> <p>Administrator Smith stated that we would like a decision from the Board today, if possible, as we are anxious to get the work done and perhaps have clients in the home for August.</p> <p>Trustee Naser reminded them to be careful that solid doors be used as solid doors will hold up better with wheelchairs in the house.</p>	
<p>Report from Finance Committee regarding June 5, 2014 meeting</p>	<p>Trustee Naser, Chairperson of the Finance Committee gave an overview of the meeting held on June 5<sup>th</sup>. He described the work that needs to be done on the HVAC System. He also noted that Pinecrest is running their chiller unit with</p>	

	<p>water from the township. Trustee Hafeman noted that the time it would take would be about 40 hours and hopefully this cooler weather will hold out through then. It was stated that the cost of the repairs would be covered through the Capital Budget, which had already been approved by the Board last year.</p>	
<p><b>Committee Meetings</b></p>	<p>A discussion was held regarding Committee Meetings and quorums. Please contact the office when you are not able to attend a meeting so they will know if they will have a quorum. A Committee meets and can make recommendation, then it comes to the Board. The Board suggested that the Executive Committee be contacted when there is an emergency and a decision needs to be made as that is an avenue already in place per the By-Laws.</p>	
<p><b>Trustee Eichhorn</b></p>	<p>Trustee Eichhorn asked CFO Meintz about the finances. She noted that we have turned some past due accounts over to Northern Service Bureau and we are preparing some to go to the Attorney General and Small Claims court. Trustee Harrington asked if we could recover our costs when a claim goes to court (and we win the claim). CFO Meintz thought yes we could. Trustee Eichhorn asked about</p>	

	a time frame. CFO Meintz will check into this.	
Adjournment	The meeting adjourned at 2:39 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.

Elaine Boyne, Secretary

Darlene Smith, Acting Secretary

*Jeff Meintz for Bob Albin*

*Darlene Smith*