PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF
THE PINECREST BOARD OF TRUSTEES

Date: Thursday, July 23, 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, Barbara Oliver, Catherine Driscoll, Randall VanGasse, Jeff Naser, Gary Eichhorn and Darlene Smith, Administrator.
Trustees absent: Debbi Springinsguth, John Degenaer, Jan Hafeman, and David Prestin.
Leadership Team present: Candace Meintz CFO and Susan Williamson, DON
Guests: Gerald McCole, Terry Grondine, Jessica Boucher and Amy Lantagne.

TOPIC	DICUSSION	OUTCOME
Approval of the July 2015 Agenda	Administrator Smith stated that she would like to discuss the September Board Meeting date during her Report.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver to approve the Agenda with the addition of discussion of September Board Meeting. Motion carried.
Board action on Minutes of the June 2015 meeting.	Board Minutes had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the minutes as presented. Motion carried.
Review and request for approval of Financial Statement for June 2015.	The Financial Statement was reviewed with the Board by CFO Meintz. There	A motion was made by Trustee Smith, supported by Trustee VanGasse, to

	were no questions or comments from the Board.	approve the Financial Statement as presented. Motion carried.
Board action on the June Manifest of Invoices	The Manifest of Invoices had been sent to Trustees prior to this meeting for review.	A motion was made by Trustee Smith, supported by Trustee Eichhorn, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Committee Reports	Trustee Driscoll reported that the Whispering Pines Board had met at 8:15 this morning and toured 6 facilities in Escanaba and Gladstone. She noted how beautiful these homes were, how friendly the residents and staff were. They had lunch and their meeting at the Whispering Pines Gladstone home. All homes are doing well. Chairperson Naser stated that they got to meet all the patients and the homes are in great shape. He also stated that the Willow Creek problem is resolved.	A motion was made by Trustee Boyne, supported by Trustee Smith, to approve the report as presented. Motion carried.
Board Action Items/Resolutions	Request for approval of Bad Debt Write Offs in the amount of $11,108.13 was made to the Board. Administrator Smith and CFO Meintz reviewed and discussed the Write offs with the Board Members.	A motion was made by Trustee Smith, supported by Trustee Eichhorn, to approve the Write Off Request in the amount of $11, 108.13. Motion carried.
Unfinished and New Business Report of Quality Assurance and Resident Council Committees:	Susan Williamson, DON, report on the Resident Council Committee Meetings at each of the 3 homes. Each home reviewed Resident Rights, the activity calendar and resident requests. Mrs. Williamson also reviewed the results of the QA Meeting from this month. She noted that we are continuing with the survey process, all cites are in line and we have had no other issues, or complaints.	A motion was made by Trustee Oliver, supported by Trustee Boyne, to approve the reports as presented. Motion carried.

Report of Safety Committee	Lois Ball reported that the Safety Committee did not meet in July.	
Administrator's Report	Administrator Smith reported that she and Shar Corrigan had met with Senator Casperson on July 6th regarding how we will be paid and coding issues with UPHP and Medicaid. The Senator is trying to help us. Administrator Smith, Susan Williamson and Candy Meintz met with Pat Anderson from HCAM regarding the coding issues. HCAM is working hard on this issue as well. On the 6th the Leadership Team had a conference call with the EDEN representative and we continue to work on that. On the 14th she attended an Alzheimer's Meeting. We have been having conference calls and webinars regarding the ECS computer program and ICD-10"s as they are upgrading the program for billing. October 1st will be the start of that. We are upgrading to Medispan electronic charting. She attended the OSF Home Health and Hospice meeting on the 22nd. Our IT issues are coming along, we are staying on budget with this. The wall project is almost complete, they have to redo the black top as we are having some issues.	

	We have issues with our wood chip building roof. The current roof was to last 10 years and it has lasted much longer. We can no longer patch it, so we need to redo it. Also, we have no door on our chip bin at this time. She noted that with the money in our capital budget and maintenance budget we feel we can do this project. David Vandermissen Jr. reviewed the 3 bids that he had gotten, noting that he had tried to get bids from each county, but the contractor from Menominee County wanted us to wait until winter, which is not feasible for us. He stated that this would be a welded rubber roof. He also stated that we have 40 year old fans down there that must be replaced. We must fix an area at the chip bin which was never finished completely, and the chip door fell apart. The door, would be an insulated door. The total of the bids to repair all above mentioned items would be $21,000. When this is all done, we have the lip in front of the chip bin that TCR has to finish. Trustee Eichhorn recommended to the Board that the Building Committee or Finance Committee should review this. Trustee Eichhorn will look over the estimates with Davey following this meeting. Administrator Smith stated that in September, the MCF is having a special conference on the Thursday that would	

	be our Board Meeting. She requested that the September Board Meeting be changed to Wednesday, September 23th. The Board Members present agreed to change the date of the meeting.	
Comments from the Public	There were no comments from the Public	
Adjournment	The meeting adjourned at 2:33 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.

CATHERINE DRISCOLL
~~Elaine Boyne~~, Secretary

Catherine Driscoll

Darlene Smith, Administrator

Darlene Smith Adm 8/27/15