PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, September 22, 2016	Place: Board Room
Presiding: Catherine Driscoll, Vice-Chair	Time: 2:00 p.m. Central Time
Recording Secretary: Lois Ball, Executive Secretary	

Call to Order: Vice-Chairperson Driscoll called the meeting to order at 2:00 p.m. Central Time

Roll Call:
Trustees present: Mary Harrington, Donna Schomin, Barbara Oliver, Catherine Driscoll, John Degenaer, Jeff Naser, Darlene Smith, Administrator.

Trustees absent: Elaine Boyne, Gary Eichhorn, Jan Hafeman

Leadership Team Members present: Susan Williamson, DON; Candace Meintz, CFO

Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the September 2016 Agenda	Vice-Chairperson Driscoll requested that the following item be placed on the Agenda under 9. D. Use of Walmart for food purchases.	A motion was made by Trustee Harrington, supported by Trustee Oliver to approve the Agenda with the addition. Motion carried.

Board action on Minutes of the August 2016 Meeting	The minutes had been sent to the Board Members prior to this meeting for review.	A motion was made by Trustee Degenaer, supported by Trustee Oliver, to approve the minutes of the August Meeting. Motion carried.
Board action on the August Manifest of Invoices	The Manifest of Invoices was sent to the Board members prior to this meeting for review.	A motion was made by Trustee Degenaer, supported by Trustee Harrington, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board action on Financial Statements for August 2016	CFO Meintz reviewed the Financial Statements. She and Administrator Smith explained details throughout the report.	A motion was made by Trustee Naser, supported by Trustee Harrington, to approve the Financial Statement as presented. Motion carried.
Board Committee Report Whispering Pines Committee Report	Trustee Driscoll reported that all homes are doing well, the Board reviewed the wage review report and technology plan. Trustee Harrington asked how Maple Grove was doing – it is doing well, there are 4 individuals living there.	A motion was made by Trustee Harrington, supported by Trustee Oliver, to approve the report as presented. Motion carried.
Board Action Items/Resolutions Request for Write-Offs	CFO Meintz and Administrator Smith reviewed the bad debt write off report with the Board and requested that the Board approve a write off in the amount of $36,254.75	A motion was made by Trustee Degenaer, supported by Trustee Harrington, to approve the write offs in the amount of $36,254.75. Motion carried.
Unfinished and New Business a. Report of Quality Assurance and Resident Council Committees	Susan Williamson, Director of Nursing reported on the Resident Council meetings from each of the 3 houses,	A motion was made by Trustee Harrington, supported by Trustee

	noting that the 1 issue this month is that we are eliminating the use of personal refrigerators in resident rooms due to health/food safety issues. She then reported on Quality Assurance, noting that we are stable in our QA at this time and that we are working on QAPI with 1 RN doing a project. We will be working with ACP to work on Falls Risk. She also noted that Vickie Burlew, our consultant was here last month and worked with staff on Quality Measures.	Degenaer, to approve the report as presented.
b. Safety Committee Report	Lois Ball reported that the Safety Committee met this past Tuesday. They discussed the new oxygen storage rooms on the floors and the need for storage areas for wheelchairs. All incidents and accidents were reviewed and Lois noted that we are still doing well with resident falls/incidents. She discussed employee incidents.	A motion was made by Trustee Naser, supported by Trustee Oliver, to approve the Safety Committee Report. Motion carried.
c. Administrator's Report d. Use of Walmart for food purchases	a. Meetings attended: Iron Mountain Networking Meeting, Meeting with MMRMA on liability insurance, OSF Advisory Meeting, C N A meeting, Joint Provider Meeting. Using Walmart for food purchases. Administrator Smith reviewed the report showing food	A motion was made by Trustee Degenaer, supported by Trustee Oliver. Motion carried.

	costs at 4 area food stores to show the pricing differences.	
Comments from the Public	Trustee Naser spoke about the upcoming elections and the use of absentee vote ballots. Administrator Smith stated that we cannot stop our residents from voting and that the individuals who helped residents with the last election did not appear biased.	
Adjournment	The meeting adjourned at 2:50 p.m.	A motion was made by Trustee Harrington, supported by Trustee Degenaer, to adjourn the meeting. Motion carried.

Gary Eichhorn, Secretary

Darlene Smith, Administrator

Darlene Smith, Adm 10/27/16