PINECREST
Caring Community

MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, September 28, 2017	Place: Island Resort and Casino Bear Room
Presiding: Catherine Driscoll, Chairperson	Time: 3:30 p.m. Central time
Recording: Lois Ball, Executive Secretary	

Call to Order: Chairperson Driscoll called the meeting to order at 3:30 p.m. Central Time

Roll Call:
Trustees Present: Elaine Boyne, Donna Schomin, Theresa Nelson, Catherine Driscoll, Kristine Mulder, John Degenaer, Jr., Jeff Naser, Gary Eichhorn and Darlene Smith, Administrator.

Trustees Absent: Jan Hafeman

Team Leader Members Present: Candace Meintz, CFO; Nicole Freeland, Director of Nursing; David Vandermissen, Jr.., Maintenance Supervisor.

Guests: Heather Niarhos, Assistant Director of Nursing.

TOPIC	DISCUSSION	OUTCOME
Presentation by Rory Mattson, Delta County Conservation Forester	Mr. Mattson told the group that he was here today to give advice and guidance. He discussed the piece of property that is deeded to Spalding Township for the use of a walking trail. He stated that the DNR	A motion was made by Trustee Degenaer, supported by Trustee Eichhorn, to approve the dissolution of the reverter clause, pending the approval of the three County Board of Commissioners, and

	won't allow the walking trail to go through as long as there is a reverter clause in the deed. Simply, the reverter clause states that if the Township ceases to have the roadside park, that piece of property would go back, or revert, to Pinecrest. MDOT won't let trucks going through and the Township doesn't want trucks going through there either. If Pinecrest agrees to take the reverter clause out of the deed, the Township will let loggers put a winter road in to get to Pinecrest land. Commissioner Degenaer stated that this has to go back to the County Boards for approval. He will bring it back to Dickinson County. Commissioner Hafeman was absent for this meeting, Trustee Eichhorn stated that he would bring this information to Commissioner Hafeman for her to propose to the County Board. Trustee Nelson stated that this had already been discussed at the Delta County Board meeting. Mr. Mattson had made a motion to pay $1.00 to resolve this issue, Trustee Nelson will bring it back to the Delta County Board for their October 10th meeting to dissolve that $1.00 payment request and have the Board approve the issue to remove the reverter clause from the deed.	allow the deed to be rewritten for Spalding Township. Motion carried.

	Mr. Mattson then discussed the timber sale project. The Board reviewed a letter sent to the Administrator from the logger's attorney.	A motion was made by Trustee Eichhorn, supported by Trustee Nelson to get a decision from Pinecrest's attorney regarding this issue and answer the logger's attorney if deemed necessary. Motion carried.
Closed meeting	Administrator Smith requested a closed meeting for the purpose of discussing her contract. She requested that the Executive Secretary be present to take minutes of the meeting. The Board approved the addition of a request for a Closed Meeting by Trustee Boyne, supported by Trustee Eichhorn. At 4:10 p.m. a roll call vote was preformed to see if the Board agreed to a closed meeting: Trustee Boyne – yes Trustee Schomin – yes Trustee Nelson – yes Trustee Mulder – yes Trustee Driscoll – yes Trustee Degenaer – yes Trustee Naser – yes Trustee Eichhorn – yes Trustee Hafeman – absent All Board Members agreed to go into closed session at this time.	Trustee Degenaer made a motion to go back into open session, supported by Trustee Mulder. Motion carried. The Board returned to open session at 4:20 p.m.

	The meeting went into closed session at 4:10 p.m.	.
Approval of the September 2017 Agenda	The Board had approved the addition of the request for a Closed Session prior to this.	A motion was made by Trustee Degenaer, supported by Trustee Nelson, to approve the September Agenda as presented. Motion carried.
Board action on the Minutes of the August 2017 meeting.	The minutes of the August meeting had been sent to Board Members prior to this meeting for review.	A motion was made by Trustee Boyne, supported by Trustee Degenaer, to approve the minutes as presented. Motion carried.
Board action on the August Manifest of Invoices	The Manifest of Invoices had been sent to the Board Members prior to this meeting for review. CFO Meintz discussed the two inquiries that Trustee Nelson made.	A motion was made by Trustee Eichhorn, supported by Trustee Degenaer, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Action on the Financial Statement for August 2017.	CFO Meintz reviewed the Financial Statement with the Board.	A motion was made by Trustee Eichhorn, supported by Trustee Boyne to accept the Financial Statement as reviewed. Motion carried.
Whispering Pines Committee Report	Trustee Driscoll reported that the Whispering Pines Committee had met prior to this meeting and reviewed the 2016 Management and Annual Outcomes Report, and the Committee voted to extend leases on three vans for two years.	A motion was made Trustee Eichhorn, supported by Trustee Degenaer, to approve the Report as presented. Motion carried.
Review and Request for Write Offs	There were no write offs this month.	
Request for travel, food and lodging expenses for Activities Director	The total of $400.00 was requested for the Activities Director to attend MI Association of Activity Professionals' Fall Conference in Bay City, October 11-13.	A motion was made by Trustee Naser, supported by Trustee Boyne, to approve the expenditure of $400.00 for the

		Activities Director to attend the conference. Motion carried.
Request for travel, food and lodging for the Dietitian and Food Service Manager	The total of $405.00 that was requested was brought to $100.00 when the Administrator stated that they had just been informed that the cost of lodging was being waived. They will be attending the GFS Food Show/Seminars, October 3rd and 4th in Grand Rapids MI.	A motion was made by Trustee Nelson, supported by Trustee Degenaer, to approve the expenditure of $100.00 for food and travel for the Dietitian and Food Service Manager to attend the conference. Motion carried.
Report of Quality Assurance and Resident Council committees by Nicole Freeland, Director of Nursing Services.	Mrs. Freeland reviewed the Old Business of the Quality Assurance and Resident Council Meetings stating that we are still working on the Facility Assessment noting that we recently had a Licensure Survey and we did very well. She stated that we did have the mock drill. Our census is climbing back up. In Resident Council they reviewed the calendar and the evacuation plan. The discussed care plans as they will have more involvement with them. We had a pancake day today and they loved it. They met with Amy and Lacy to discuss menus and their suggestions were more ice cream bars, more pies for dessert, more soup, chili once a week, even if it is a substitute.	A motion was made by Trustee Eichhorn, supported by Trustee Schomin, to approve the Quality Assurance and Resident Council Report for the month. Motion carried.
Safety Committee Report	David Vandermissen, Jr. reported that we did not have a Safety Committee Meeting in August. Instead, we held the Mock Disaster Drill, which is required by licensing and regulations. In 1 room we	A motion was made by Trustee Eichhorn, supported by Trustee Mulder, to accept the report as presented. Motion carried.

	had a laptop which was "on fire". We had employees who portrayed residents. One resident was taken to the ambulance by med sled. We had TV6, the fire department, sheriff's deputies, ambulance personnel, 5 Board Members. It turned out really good. Everything went safe, no one got hurt. We evacuated to Northern Pines, and they were still in session, but we worked around each other and it went really good. Today we had the VA here for their inspection. They went through everything, they inspected the entire building, it went good. Trustee Eichhorn noted that the Red Cross people had a check list that they were using during the drill.	
Administrator's Report	Administrator Smith reported that she attended the OSF Advisory Meeting on 9/12, the HCAM Meeting on 9/13 and the Joint Provider/Surveyor in Lansing on 9/26 and 9/27 along with the Director of Nursing. Administrator Smith noted that the focus at the Joint Provider this year was the Facility Assessment and the Emergency Preparedness Plan. She stated that they have just initiated 42 more citations that they can write us up on.	A motion was made by Trustee Degenaer, supported by Trustee Boyne, to approve the Administrator's report as presented. Motion carried.

	She announced that David Kausak's son won a $1,000 scholarship from our MCMCFC Group to further his education in physical therapy. She also noted that David Kausak, a supervisor in our Maitenance Dept, is working on a 2% Grant (given through Hannahville) for lighting, access controls such as card readers and key pads.	
Comments from the Public	There were no comments from the public.	
Adjournment.	The meeting adjourned at 4:47 p.m.	A motion was made by Trustee Boyne, supported by Trustee Mulder, to adjourn the meeting. Motion carried.

Donna Schomin, Secretary

Donna Schomin

Darlene Smith, Acting Secretary

Darlene Smith 10/18/17