

**Lincoln County-Pine Crest Nursing Home**  
**Minutes of Monday December 16, 2013 Board of Trustees Meeting**  
**Pine Crest Nursing Home Conference Room**

**Members present:** Ron Krueger, Paul Gilk, Robert Weaver, Kathy Wulf and Bill Zeitz

**Not Present:**

**Visitors:** Lisa Gervais, Administrator, Sheri Lawrence, DON

**Call to Order** - The Pine Crest Nursing Home Board of Trustees Meeting was called to order at 8:03 a.m. by Chair Kathy Wulf.

**Approval of Minutes**-Motion by Ron Krueger, seconded by Bob Weaver to approve the minutes of the November 18, 2013 meeting. Motion carried. All Ayes.

**Census Report** – The census report for November was reviewed. Motion by Bob Weaver, seconded by Paul Gilk to accept the census report. Motion carried. All Ayes.

**Review Vouchers** – November 2013 vouchers were reviewed.

**Financial Report** – The November 2013 financial report was discussed and reviewed. Motion by Ron Krueger, seconded by Kathy Wulf to approve the financial report. Motion carried. All Ayes.

**Discussion on 2014 Salary and Wages**- Ms. Gervais asked for approval to give Pine Crest staff a 1% wage increase to keep in line with the County 2014 wage increase with the Administrator having authority to make adjustments to the budget as needed to cover cost. Motion by Bill Zeitz, seconded by Ron Krueger to accept the motion. Motion carried. All Ayes.

**Proceeds from Vending Machines**-Ms. Gervais requested approval to take proceeds from the vending machines to purchase Merrill Chamber gift certificates for employee for \$10 per employee. Motion by Paul Gilk, seconded by Kathy Wulf to purchase gift certificate for employees. All Ayes.

**Overview of Pine Crest Care Delivery System** –Ms. Gervais and Ms. Lawrence gave a verbal update on the complaint survey since last meeting. No deficiencies were cited. Ms. Lawrence also gave an update on the 5 star rating for skilled nursing facilities and how Pine Crest is now at a 4 star rating which is increased from a 3 star rating.

**Next Meeting** – The next meeting is scheduled for Monday, January 13 at 8 a.m. at Pine Crest.

**Adjournment** - Motion by Ron Krueger, seconded by Bill Zeitz to adjourn. Motion carried. All Ayes. Meeting adjourned at 9:20am.

Minutes prepared by Lisa Gervais.