

**Lincoln County-Pine Crest Nursing Home
Minutes of Monday May 23, 2016 Board of Trustees Meeting
Pine Crest Nursing Home Conference Room**

Members present: Bob Weaver, Kathy Wulf, Paul Gilk, and Bill Zeitz

Not Present: Ron Krueger

Visitors: Lisa Gervais, Administrator, Mindy Meehan, Director of Nursing, Tim Meehan, Accountant, Randy Scholz, Administrative Coordinator, Josh Boyle, Wipfli, Larry Lester, Wipfli, Dawn Berg, Finance Dept.

Call to Order - The Pine Crest Nursing Home Board of Trustees Meeting was called to order at 8:00 a.m. by Chair Kathy Wulf.

2015 Audit Report-Josh Boyle and Larry Lester from Wipfli presented the 2015 Audit Report for Pine Crest Nursing Home. The future trends of long term care as well as regulatory changes were discussed.

Approval of Minutes-Motion by Bob Weaver, seconded by Paul Gilk to approve the minutes of the April 18, 2016 meeting. Bill Zeitz called for discussion on the section of the minutes, "Take Any Necessary Action" on Items Discussed in Closed Session." Discussion was held.

Bob Weaver called the question. Bill Zeitz requested a roll call vote. Results:

Weaver-aye, Gilk-no, Zeitz-no, Wulf-aye. Motion failed

Motion by Paul Gilk seconded by Kathy Wulf for the section, "Take Any Action Necessary on Items Discussed in Closed Session". To have Gilk's name recorded one (1) time not two (2) times.

Discussion took placed. Zeitz feels the "Take Any Action Necessary on Items Discussed in Closed Session" never occurred.

Bob Weaver calls the question on the amended motion made by Gilk. Kathy Wulf seconded. Zeitz-no, Gilk-yes, Weaver-yes and Wulf-yes.

Bill Zeitz made a motion, seconded by Paul Gilk to amendment to remove the entire section of "Take Any Action Necessary on Items Discussed in Closed Session". Motion failed.

Motion by Bob Weaver, seconded by Paul Gilk to approve the minutes from the April 18, 2016 minutes with the correction of adding Weaver to an aye and removing one of Gilk's name as it is written in twice.

Motion passed. All ayes.

Census Report-The census report for April was reviewed. Motion by Bob Weaver, seconded by Paul Gilk to approve the April census report. Motion carried. All Ayes.

Review of Vouchers-April vouchers were reviewed.

Financial Report-The April financial report was discussed and reviewed. Motion by Kathy Wulf and seconded by Bill Zeitz to approve the April financial report. Motion carried. All Ayes.

2017 Budget- Ms. Gervais reviewed the 2017 Budget. Motion by Bob Weaver, seconded by Paul Gilk to approve the 2017 Budget. All ayes. Motion carried.

Update on Proposed Building Project –

- 1) **Progress of Proposed Project**-Ms. Gervais and Tim Meehan gave a verbal update on the progress of the proposed project. Ms. Gervais reported that the rough plans were presented to the Residents at the last Resident Council meeting and have been shown to various staff members for input as well. Discussion was held.

Bill Zeitz stated he wanted to discuss the responsibility of the Board of Trustee's role as it pertains to the building project. Mr. Zeitz feels the committee should have more oversight in the day to day decisions. Discussion held. No motions made.

Review of Administrators Time Sheets –A review of the Administrator's time sheets was done.

Pine Crest Updates-Ms. Gervais gave an update on the article that will feature Pine Crest and our Infection Control practices utilizing the Novaerus systems that were implemented in September of 2015. The article will be featured in "Facility Cleaning Decisions."

Ms. Gervais also gave committee members a copy of the brochure that was presented to all staff and will continue to be presented to residents, families and new staff members on Core Values.

Next Meeting – The next meeting is scheduled for Monday June 20, 2016 at 8 a.m. at Pine Crest Nursing Home, Conference Room

Adjournment - Motion by Bill Zeitz, seconded by Kathy Wulf to adjourn. Motion carried. All Ayes. Meeting adjourned at 11:04 am.

Minutes prepared by Lisa Gervais.