

**Lincoln County-Pine Crest Nursing Home**  
**Minutes of Monday December 21, 2015 Board of Trustees Meeting**  
**Pine Crest Nursing Home Conference Room**

**Members present:** Ron Krueger, Bob Weaver, and Paul Gilk

Not Present: Bill Zeitz, Kathy Wulf

**Visitors:** Lisa Gervais, Administrator, Mindy Meehan, Director of Nursing, Tim Meehan, Accountant

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

**Approval of Minutes**-Motion by Bob Weaver, seconded by Paul Gilk to approve the minutes of the November 16, 2015 meeting. Motion carried. All Ayes.

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

**Review of Vouchers**-November vouchers were reviewed.

**Financial Report**-November financial report was discussed and reviewed. Motion by Ron Krueger, seconded by Paul Gilk to approve the financial report. Motion carried. All Ayes.

**Update on Proposed Building Project** –Lisa and Tim gave a verbal update on the change in scope of the proposed building project. It was discussed that Lisa and Tim will give a verbal update to the County Board in January on the change in scope of proposed project.

**Award of Architect Contract**-Lisa gave a verbal update on the interviews with the architect proposals. Pine Crest received 13 Architect bids. Of these 4 firms were interviewed. Motion by Bob Weaver, seconded by Paul Gilk to authorize Lisa Gervais, Administrator, to negotiate a contract with ADG for architectural services for the proposed building project subject to notification of the County Board at their January meeting of the updated project budget. All Ayes. Motion Carried.

**Award Construction Manager Contract**-Lisa gave a verbal update on the interviews. It was noted that there was a total of 6 Construction Manager At Risk proposals received. 3 were interviewed. Motion by Paul Gilk, seconded by Bob Weaver to reject all Construction Manager At Risk bids due to a change in the scope of the proposed building project. Motion carried all Ayes.

Motion by Ron Krueger, seconded by Paul Gilk to authorize Lisa Gervais, Administrator, to negotiate a contract with Samuels Group for Construction Management at Risk Services for the proposed building project subject to notification of the County Board at their January meeting of the updated project budget.

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

**Next Meeting** – The next meeting is scheduled for Monday January 11, 2016 at 8 a.m. at Pine Crest Nursing Home, Conference Room

**Adjournment** - Motion by Paul Gilk, seconded by Ron Krueger to adjourn. Motion carried. All Ayes. Meeting adjourned at 9:27 am.

Minutes prepared by Lisa Gervais.