

LOUISVILLE CARE CENTER
410 West Fifth Street
Louisville, Nebraska 68037

February 10, 2010

The regular February meeting of the Louisville Care Center Advisory Board was called to order by Darlene Petrzilka, Chairman. Other Board members present: Candace McClun, William Nessen, and Mary Tietjen. Absent: David Pankonin. Others present: Kari Wockenfuss, Administrator; Doris Hohman, Office Manager; John Plucknett, Home State Bank; and Alan Mueller, City Mayor.

The location of a posting of the Nebraska Open Meeting Act was noted by the Chairman.

The facilities current accounts receivable was reviewed by the board. Kari updated the board that a meeting had been held on January 25th with Roger Johnson, City Attorney and Alan Mueller, Mayor regarding the facilities outstanding accounts receivables. Roger Johnson is to draft demand letters to send to the outstanding accounts. The consent agenda was approved on a **motion** by Tietjen, seconded by Nessen. The motion carried unanimously.

A **motion** was made by Nessen, seconded by McClun to place the financial statement on file. Motion carried by unanimous roll call vote.

Kari presented a policy for the Passbook Savings Account. A **motion** was made by McClun, seconded by Nessen to recommend this policy to the City Council for approval. The motion carried unanimously.

Kari reported to the board her conversation with the facilities Cost Report Accountant regarding the policy for the Bond and Interest Sinking Fund. It was determined that the facility needed a separate policy for the sinking fund account and the funding of the pinpoint CD's. A policy for the Bond & Interest Sinking Fund account was presented. A **motion** was made by Nessen, seconded by Tietjen to recommend this policy to the City Council for approval. The motion carried unanimously.

Kari presented bids from Direct Supply and Encompass for new facility beds. A **motion** was made by Nessen, seconded by Tietjen to accept the bid from Direct Supply in the amount of \$19,809.86 to purchase 14 electric beds. The motion carried unanimously.

The fiscal year audit for 10/1/2008 through 9/30/2009 was reviewed.

Administrator's Report

1. Marty Dubas, the facilities Cost Report Accountant, will attend the Care Center's April board meeting.
2. A new ice machine has been purchased and installed in the Assisted Living Facility due to costly repairs that were needed on the old unit.
3. Roman's Painting will be painting in the dining room, the beauty shop, the sitting area by the beauty shop, the nurses' station, and the sitting area by the nurses' station.
4. A new file server has been ordered and will be installed by March 1.
5. A letter from Margaret Kuhl's family was distributed for the board to read.
6. Brenda Gilfert from the facilities Business Office is designing a newsletter that will be distributed quarterly to our resident's families.
7. An update on the facilities water issues was given.
8. Discussion was held on how to comply with the Memorial Account policy which was approved by the City Council at their January meeting.
9. Implementation ideas were discussed for the Care Center becoming a Smoke Free facility in November.

There being no further business, a **motion** was made by McClun, seconded by Nessen to adjourn the meeting at 6:00 p.m. The motion carried unanimously.