

**LOUISVILLE CARE CENTER
410 West Fifth Street**

May 10, 2017

The regular May meeting of the Louisville Care Center Advisory Board was called to order at 5:06 p.m. by Darlene Petrzilka, Chairman. Other Board members present: Betty Heard, Candace McClun, and Cindy Osterloh. Absent: Jamion Biesterfeld. Others present: Kari Wockenfuss, Administrator; Doris Hohman, Office Manager; Cindy Shera, Director of Nursing; Cheryl Taylor, Assistant Director of Nursing; Roger Behrns, City Mayor; Jerry McClun, City Council; Stephen Amundson, Facility Consultant.

A motion was made by Osterloh, seconded by Heard to approve the consent agenda. The motion carried by unanimous vote with Petrzilka abstaining due to conflict of interest.

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

The board was updated on the progress of the gazebo/ramada project.

The board had received the current update from City Attorney Roger Johnson on the Estate of Donna Burgess.

Administrator's Report

1. The new facility van is currently in Michigan to install the wheelchair lift.
2. Outdoor furniture has been ordered using funds from the Memorial account.
3. Administrator Wockenfuss and Consultant Amundson provided a report on the financial condition of the facility. The assessment focused on the balances of the capital and operating reserve accounts and the bond sinking fund.

The Administrator and Consultant recommended the implementation of the following:

Allocate the withheld Bond Sinking funds in the amount of \$301,517.13 as indicated below:

- a. \$150,000 for CD in Capital Reserve Investments to bring account to minimum per policy.
- b. \$151,517.13 for CD in Operating Cash Reserve to begin improving account balance per policy. As the General Account balance needed cash for operations management will transfer funds to Operating Reserve Account until the balance has met the policy.
- c. Should the City request a transfer this amount will be allocated from this account and the contribution to Operating Cash Reserves will be reduced accordingly.

After discussion the advisory board agreed with the implementation of the recommendations.

There being no further business, a motion was made by Osterloh, seconded by McClun to adjourn the meeting at 5:44 p.m. The motion carried unanimously.

Doris Hohman, Recording Secretary

Betty Heard, Secretary