

KNOX COUNTY NURSING HOME COMMITTEE MEETING

November 13, 2003
 5:35 p.m. – 8:52 p.m.
 Knox County Nursing Home

Present:

Gayle Keiser	Bill Abel, Chairman	Kim Stoneking
Dale Parsons	Ben Perkins, Administrator	Jack Gittinger
Lowell Mannhardt	Roxanna Healey	John Miller
	PRESS	Joan Hotchkiss

Bill Abel called the meeting to order.

5:35 p.m. Dale Parsons made a motion to approve the minutes of the previous meeting. Lowell Mannhardt 2nd. All Ayes. Motion carried.

Ben reported on the financial status. On a cash basis the facility had a positive cash flow of \$295,439.04 for the month of October, and a negative \$159,160.66 for year to date budget. The tax referendum account currently has a balance of \$803,260.02. Accrual figures indicate -\$19,639 for the month of October and +\$330,851 year to date (before depreciation). Ben reviewed the internal budget. The revenues were 95% and expenditures at 97%. Ben reported the facility currently owes the landfill \$0.

The Committee reviewed the bills.

5:53 p.m. Dale Parsons made a motion to pay the bills. Gayle Keiser 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported the adult daycare area is completed. There was an Open House on November 7. There is one confirmed client and 4 possible next week.

Ben reported the handicap bathrooms are now complete. Jack Gittinger will be checking the rooms for completion.

There were four representatives from three financial institutions present at the meeting for presentations of their tax bond proposals. The financial institutions represented were First Midwest Bank, Edward Jones, and Speer Financial. Each institution was given time to represent their respective organization and proposal to the Committee.

7:28 p.m. Dale Parsons made a motion to recommend to the county board the agreement with Speer Financial for the tax bond issuance. Lowell Mannhardt 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported today's census at 168. The Committee reviewed the monthly census report.

The Committee opened bids for bread and milk products. There was one bid for each. The bids were submitted by Bunn Capitol for the milk products, and Interstate Brands for the bread products.

7:44 p.m. Dale Parsons made a motion to approved the bids from Bunn Capitol and Interstate Brands for the bread and milk products. Lowell Mannhardt 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported he had the architect's contract for the bonding projects. He stated Paul Mangieri reviewed the contract. The Committee reviewed the information regarding the contract.

8:11 p.m. Dale Parsons made a motion to approve the contract with LZT & Associates. Lowell Mannhardt 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported letters were sent to the private pay residents and/or families regarding the private pay room rate increase effective December 1, 2003. The increase was \$5.00 per day.

Ben reported there is an increased need for hospice rooms. He stated he spoke with the Ad Hoc Committee regarding the need for two more rooms, and the committee approved the money for two more to be converted. The cost is approximately \$3,000 to set up the room appropriately.

8:17 p.m. Lowell Mannhardt made a motion to approve the conversion of two more rooms for hospice rooms. Gayle Keiser 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported the petty cash check now needs to be approved through the bills every month. He requested that the Committee raise the petty cash amount by \$500 more per month. The Committee approved the increase.

Ben reported there was a Veteran's ceremony held at the facility on November 11.

8:22 p.m. Dale Parsons made a motion to go into Executive Session for personnel reasons. Lowell Mannhardt 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

8:50 p.m. Gayle Keiser made a motion to approve the 3% wage increase for union employees effective 12-1-03. Lowell Mannhardt 2nd. Roll Call: Lowell-Aye, Dale-Aye, Gayle-Aye, and Bill-Aye. All Ayes. Motion carried.

Ben reported the facility will be hosting its annual Holiday Soup Supper for resident families on December 8 at 6:00 p.m.

8:52 p.m. Lowell Mannhardt made a motion to adjourn the meeting. Dale Parsons 2nd. All Ayes. Motion carried. Meeting adjourned.

A copy of the minutes was sent to the Courthouse.