

PARK VIEW HEALTH CENTER COMMITTEE MINUTES

Date/Time: Wednesday, September 7, 2011, 3:45 p.m.

Location: Park View Health Center Board Room

Present: PV Committee Members
Bill Wingren, Chair
Dr. Shiloh Ramos, Vice Chair
Maribeth Gabert, Secretary
Al Jacobson
Tom Ellis

Administration
Margie Rankin, Administrator
Tom Geske, Business Manager

Guests: Bob Beese

1. **Call to Order** - The meeting was called to order at 3:45 p.m. by Bill Wingren, Chair. It was verified that the meeting was properly noticed.
2. **Approval of PVHC Minutes –**
It was moved and seconded to approve the August 3, 2011 PVHC Committee minutes.

Resolved: Motion carried by voice vote, 5-0.
3. **Public Forum –** None
4. **Communications –** Chair Wingren mentioned he spoke with Mike Elder, Facility and Property Management Director, regarding grass cutting issues.
5. **Financial Report –**
 - The income statement through August 2011 was not available this month due to the continued work towards a County-wide conversion to new accounting software. The County Finance Department recently completed training on financial reports for the new “Munis” software and some instructions have recently been sent. If the system is not operational in order to produce a financial report by next month’s PVHC Committee meeting, Tom will provide a report from the old system and/or provide highlights.
 - The 2012 budget was discussed.
 - There was discussion regarding County Board notification of donated goods and services. In order to keep the committee members apprised, it was decided that the PVHC Committee will be notified in committee meetings when PVHC grant requests to foundations or organizations are submitted.
 - It was announced that the JJ Keller Foundation, through the Community Foundation for the Fox Valley Region, approved a \$5,000 grant request for the Resident Needs Fund.
 - Tom was acknowledged for his outstanding management of PVHC’s budget and finances.
9. **Administrator’s Report –**
 - The Resident Census Report for August 2011 was distributed and reviewed.
 - **Facilities Report –**
 - There was no report from Mike Elder, Facility and Properties Management Director. The committee asked that Mike be invited to the next committee meeting to give an update.
 - There was an update on the Kronos system.
 - Due to a recent storm, PVHC experienced a 1½ hour power outage. The back-up generator system worked well during that time. The external phone system went down, however the

internal phones worked throughout the storm. The exterior of the building, including the gables also held up well. There were a couple limbs/branches of trees lost.

10. Suggested Topics for the Next Meeting

- 2012 Budget Update
- Facilities Report from Mike Elder

11. Future Meeting Date(s)

The next PVHC Committee meeting is scheduled for Wednesday, October 5, 2011, at 3:45 p.m. in the PVHC Board Room.

12. Adjournment

It was moved and seconded to adjourn the meeting.

Resolved: Motion carried by voice vote, 5-0.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted by:

Kathy Glander, Administrative Coordinator

Bill Wingren, Chair – PVHC Committee

Date