

MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
June 2, 2017
Anthony House @ 12:00pm
900 Wells Street
Marinette, WI 54143

1. **Call Meeting to order** President Connie Seefeldt called the meeting to order at 12:00pm. Present were Connie Seefeldt, Paul Aftanas, Bev Noffke, Kim Barlament, Russ Bauer, Zak Albrecht, Bonnie Latimer, Joe Reines, Robin West, Rhonda Mellinger, Pam Losinski. Excused was Scott Reis. Absent was Kevin Vidas. Wendy Mallo, the auditor from Schenck, was also in attendance. Board members and employees all introduced themselves to her.
2. **Approve/amend agenda items: MOTION** (Noffke/Aftanus) to approve the agenda. Motion carried. No negative vote.
3. **Approve last minutes from March 13:** Minutes didn't reflect that Bonnie Latimer was not present due to last minute staffing obligations. **MOTION** (Bauer/Aftanus) to approve the minutes with the above correction in them. Motion carried. No negative vote.
4. **Public Comment:** Connie Seefeldt went to the Open House at Anthony House and celebrated Joe's Retirement celebration.
5. **Approve financial: MOTION** (Aftanas/Bauer) to approve the financial report presented by Robin West. Motion carried. No negative vote.
6. **Approve Schenck Audit (Wendy Mallo presenting) MOTION** (Noffke/Aftanus) to approve the audit draft from Schenck with the addition of a Board Member signing off on Administrator's Mileage report in addition to the Expense Report. This will also be reflected in the Financial Policies and Procedures. Wendy Mallo will make the adjustment in her report.
7. **Approve insurance report: Information only**
8. **Resignation of Joe Reines and plan to replace his position:** Correction to Retired instead of Resigned. **MOTION** (Seefeldt/Bauer) to thank Joe for his 5 years of service to the association and to accept his retirement. Motion carried. No negative vote.
9. **Manager Reports:**

Anthony House: Presented by Joe Reines

- The Occupancy Rate for March was 263 days or 71%, for April it was 147 days or 41%, and for May 195 days or 52%. April was rather quiet as was the beginning of May, but around the 20th we filled up again.
- After a couple of months of not hearing from them we have had a number of people from Oconto County this past month, and several from Northpointe.
- We currently have 4 Drug Court participants.
- The dishwasher died and needed to be replaced.
- The Yoga instructor that we had has quit and we are now sending residents to the Yoga Loft.
- Dennis has made improvements to the landscaping of the house and Staff and Residents have been helping with planting flowers and taking care of the lawn.
- We had our 13th Anniversary celebrations on May 24th

Taylor House: Presented by Pam Losinski

- All ladies continue to do well. They weathered the winter with lots of sickness but are very happy to be able to be outside again.
- Two of the ladies will be attending "Prom" in Escanaba on Monday. All four went last year.
- Maintenance: Dennis is working on siding the old addition so it matches the house. Also doing some roof work on the garage and will landscape an area of the new 3 person swing to set on.
- Personnel: In the process of hiring another staff to cover 2nd shift every other weekend as well as a night per pay period. This has been an open position for 6 months that has been covered by current staff. With summer here, current staff do not want to cover it anymore.

Crossroads: Presented by Bonnie Latimer

- **Bed Usage:** March 67%
April 65%
May 57%
- **Current Residents-**We currently have 3 long term placements, one TPC until court and a diversion placement from Shawano County.
- **Staff-**We are need of maybe on more staff for summer hours.
- **Property-Garden** is a work in progress, hoping for lots of veggies. Currently redoing the upstairs patio, just waiting now for Dennis to install the new windows and screen door. Purchased a new riding lawnmower, the old one died.
- **State** came to review resident files, all good!
- **Activities-**Recently took residents to Badger Sports Complex, Vacation Funland, Fishing, and hiking.

10. **Paychex Human Resources:** Employee Handbook Information presented by Pam Losinski
11. **Health Insurance Update:** Continue to try and get ahold of the County's Health Insurance Coordinator who will not return any ones' calls.
12. **Goldstein Law Group Consultation Information:** Attorney Consultants for a small fee each month.
13. **Drug Testing Policy update and schedule to commence in July**
14. **Closed Session: MOTION (Noffke/Aftanas)** To enter closed session at 1:24pm pursuant to section 19.85 (1)(c) Wisconsin Statute to consider employment, promotion and compensation over which the Board has jurisdiction
15. **Open Session: MOTION (Aftanas/Bauer)** To enter into open session per Wisconsin Statute 19.85 (2)., at 1:52 pm. Motion Carried. No negative vote. Board presented Pam Losinski's Evaluation and Motioned for a 5% increase, effective immediately with contingencies for a bonus with information Losinski will present on Employees 2016 Bonus's , Managers' Salary and Administrators Job Description to include managing Taylor House as well. Board gave Pam Losinski further direction to take on other matters.
16. **Schedule next meeting date:** Doodle to find a date once budgets are completed near the end of July or Early August.
17. **Adjournment: MOTION (Barlament/Aftanas)** to adjourn at 1:57pm. Motion carried. No negative vote.

Note: Agenda items may not be considered & acted upon in the order listed.

Board of Directors:	Connie Seefeldt, President Bev Noffke, Vice President Paul Aftanas, Treasurer Scott Reis Kevin Vidas Kim Barlament Zak Albrecht
County Board Rep:	Russ Bauer
Student Rep:	Vacant
Anthony House Manager:	Joe Reines
Crossroads Manager:	Bonnie Latimer
Group Home Administrator:	Pam Losinski
Finance:	Robin West