

Sunny Acres Nursing Home & Countryside Estates
Advisory Board Meeting Minutes
February 27, 2024

Meeting Facilitator: Trish Carpenter, Administrator

Chairperson: Tim Hurie

Secretary: Angie Fletcher

Attendees: Advisory Board Members - Tim Hurie, Josh Gronewald, John Whitehurst & Angie Fletcher; Countryside Estates Manager Tracy Suehring; Administrator Trish Carpenter; County Board members - Rich Brauer & Troy Cummings; Director of Heritage Facility Operations Bob Haerr; Regional Director Catherine McDowell; Heritage President & CEO Benjamin Hart

- I. Call to Order – meeting was called to order by Tim Hurie. Troy Cummings discussed reorganization of Advisory Board Members. Tim Hurie accepted the position of Chairperson and Angie Fletcher accepted the position as Secretary.
- II. Approval of Minutes of January 30, 2024, meeting – approved.
- III. Discussion
 - a. Bob Haerr
 - Shower update – completion expected by end of the week (March 1st). Bob and Trish to review punch list and address any concerns.
 - Storage Shed – location was confirmed.
 - (3) HVAC Units – installation of all 3 units complete
 - Bus – estimates were shared from 3 companies. Discussed purchase of new busses versus used. Discussion to continue at next meeting.
 - b. New Staff Members – Trish shared new staff members assuming the roles of Restorative Nurse (Kalin Cooper) and Activity Director (Ashley Chaplin).
 - c. Dining Room Furniture – work in progress to set date for pick up.
- IV. Financial Review; Operational Performance; Staffing Pattern Report – Catherine led discussion and review of current financial statements, operational performance and staffing report.
- V. Census Review – Catherine shared census numbers for Sunny Acres and Tracy shared census numbers of Countryside Estates.
- VI. Miscellaneous – suggestions of possible candidate to fill the vacant advisory board position was shared. Ben added to discussion of recent performance, staffing and budget. Bob suggested review to increase approval of ordinary maintenance budget amount.
- VII. Next Meeting March 26th
- VIII. Adjournment