

**DeKalb County Nursing Home Foundation
Board of Directors Meeting – October 17, 2019**

Members present: Michael Haines, Judy Royer, Carol Evans, Marjorie Hash, Peg Vitkus, Toni Krull

Also present: Steve Duchene, Administrator Interim

Minutes: Peg Vitkus moved to accept the 8/15/19 minutes. Marjorie Hash seconded. The minutes were approved.

Treasurer's report: Funds at Resource Bank Investment account – as of 10/17/19 were \$506,734.33. The DCCF Endowment account balance as of 10/16/19 was \$95,236.75. The checking account at Resource Bank as of 9/30/19 was \$24,625.76. Judy Royer moved to accept the report. Carol Evans seconded. The motion carried.

Steve Duchene reported Amy Larson has been promoted to the position of Director of Nursing.

Payment of claims: no requests were presented.

Old business:

Funding requests – Mr. Duschene expressed the need to replace Vitals machine for a cost of \$3,500 and 4 Turbo Chefs - costing \$3,500 each – for 4 dining rooms. Judy Royer moved to authorize the purchase of one Vitals machine and two Turbo Chefs for a maximum of \$10,500. Marjorie Hash seconded. Mr. Duschene will provide invoices.

Registered Agent for DCNHF – Decision tabled till December meeting.

Nominations for Board members – December expiring terms are: Marjorie Hash, Michael Haines, Peg Vitkus. JJ Wett resigned and the replacement will be appointed by Mark Petrowski, County Board Chairman.

New board members proposed: Mary Pritchard from Hinckley, Chuck Walters from Genoa, and Steve Lux from DeKalb. There is a need for a board member representing Sycamore. Carol Evans moved to forward the three board member nominees. Marjorie Hash seconded. The motion carried.

New business:

Guidelines for nominating prospective board members - Peg Vitkus moved to approve the guidelines presented by Michael Haines. Judy Royer seconded. The motion carried.

Slate of officers for 2020: Peg Vitkus moved to propose the following as officers for the year 2020: Judy Royer – president, Carol Evans – vice president, Robert Higdon – treasurer, Toni Krull – secretary. Marjorie Hash seconded. The motion carried.

Proposal to hire assistant for the Board – Michael Haines moved to hire Denise Berkshire as assistant to the DCNHF board with a salary of \$49.50 per month. The assistant will have access

to old files and everything pertaining to the DCNHF. Judy Royer seconded. The motion carried. Michael Haines will write Gary Hansen – county administrator – regarding the duties assigned to Ms. Berkshire.

December appeal mailing – Michael Haines will write the letters and Denise Berkshire will provide the labels. Judy Royer moved to authorize the expenditure up to \$1,500 for the appeal mailing, to include, postage, printing and permit. Marjorie Hash seconded. The motion carried.

Jane DiAna, auxiliary president, is leaving and replacement is needed.

Peg Vitkus moved to adjourn. Carol Evans seconded.

The meeting was adjourned at 1:20 pm.

Respectfully submitted,

Toni (Maria) Krull
Secretary