

**Dekalb County Nursing Home Foundation**  
**Board of Directors Meeting – 12/17/20 via Zoom**

Members present: Judy Royer, Robert Higdon, Carol Evans, Lorrie Wildenradt, Steve Lux, Mary Pritchard, Chuck Walters, Michael Haines, Toni Krull

Also present: Steve Duchene, administrator and Carol Sherman from Kingston who will replace Michael Haines in 2021.

The meeting was called to order at 12:03 pm.

Minutes: Chuck Walters moved to approve the 10/22/20 minutes. Lorrie Wildenradt seconded. The minutes were approved.

Treasurer's report: As of 12/15/20 the Resource Bank investment account was \$558,965.79, the D.C.C.F. endowment fund was \$101,312.77, and the Resource Bank checking account was \$29,310.87. In keeping with established procedure undesignated donations should be equally divided between the DCCF Endowment account and the Resource Bank investment account. Treasurer Higdon will review previous year donations and determine the amount to be transferred between the accounts to be compliant with established procedures. Denise Berkshire will be asked to inform the treasurer of each future donation's designation.

Michael Haines moved to accept the treasurer's report. Mary Pritchard seconded. The motion carried.

Claims: None

Old business:

Approximately 1,200 solicitation letters were sent. The \$621 paid to Creative Design includes this year's mailing and envelopes for next year.

Give DeKalb: DCNHF will participate in the event. An email blast should be sent two weeks prior. Steve Lux will obtain from Denise Berkshire the email list and will take care of the email blast. Social media should also be considered. Steve Lux will follow up with DCCF regarding our Give DeKalb membership.

Webpage: Steve Lux sent Lisa Sanderson – at the County – the information to add a “donate” button to the site. If we were to create a new site, the cost would be approximately \$500.

Archiving of board minutes: It could be possibly done through the County Board – or on our web page (within the County main site). Lisa Sanderson will be contacted.

New business:

Judy Royer submitted Carol Sherman as new board members and the reappointment of Toni Krull as secretary for 2021.

Presentation from Jim Dombek from Resource Bank Trust and Investment: Mr. Dombek gave an overview of various investment vehicles. He indicated the DCNHF investment portfolio is well diversified and produced a 10% (realized and unrealized gain) return net of fees. The companies invested in are sound, with good fundamentals. The investment mix is 60/40. The board should look annually or semi-annually at the distribution between stocks and bonds.

The Board thanked Michael Haines for his faithful participation and great contribution to the organization.

Director's report: Steve Duchene, DCNH director, indicated the State annual survey ended in October and the institution did well.

Planning to hire a company that works with nursing/medical groups to prepare an emergency plan. In nine months of Covid only three resident have contracted the virus and have now recovered. 30 workers have tested positive (own and agency staff). Employees exposed stay at home and are paid. The first dose of the Pfizer vaccine is scheduled to be administered January 13/14 and the second dose February 3 and 4, 2021. CVS handles the vaccination and related paperwork.

DCNH staff appreciation: Toni Krull moved to allocate \$300 toward food as a gesture of appreciation for the staff efforts. Carol Evans seconded. The motion carried.

The next meeting will be held February 18, 2021 at noon, via Zoom.

The meeting was adjourned at 1:21 pm.

Respectfully submitted,

Toni (Maria) Krull  
Secretary