

**VERNON MANOR BOARD OF TRUSTEES**  
**December 10, 2010**

The meeting was called to order in the Conference Room of Vernon Manor at 8:30 a.m. Present were Raymond Moser, Ole Yttri, James Servais, Barbara McNeal and Nancy Witthoft, Administrator.

Affirmation of proper public notice of the meeting was given. Moved by Mr. Yttri, seconded by Ms. McNeal, all voting aye by voice vote to dispense with the reading of the proceedings of the November 12, 2010 meeting and to approve the proceedings as printed.

Monthly bills were reviewed. It was moved by Mr. Servais, seconded by Mr. Yttri, all voting aye by roll call vote to approve the bills as reviewed and authorize payment.

**Administrator's Report:**

- **Census** – The numbers have fluctuated from 77 to 82. We have had a lot of admissions, but discharges remain high.
- **Marketing** – The usual – we will change over to the radio ads in January and drop the TV ads.
- **Staffing** – Nothing to report.
- **Ed Martinez** – Ed asks to be excused. He is recovering from surgery, but unable to attend. All agreed to excuse him from the meeting.
- **Union Negotiation** – Agreement on the contract was reached. Now the union members will have to vote on it.
- **Grievance** – The union is going forward with arbitration on two employees who were fired. We are in the middle of unemployment hearings now.
- **WIPFLi**– Discussion on the cost (\$8,000) to have WIPFLi continue and complete a financial feasibility study for two new buildings. It was agreed to continue with WIPFLi if we receive the property incentive from the State. The application was submitted timely and we are told that we will hear before the end of the year if we are accepted into the program. A discussion was also held on when to look at financing and an architect to submit plans.
- **Dr. Feltes has** been out following surgery but is now back at work.
- **Supplemental Payment** – We received a letter stating we will receive from the state \$598,300 in December. This will cut into our 2011 payment, but will help us greatly in this year.
- **Truck** – Our truck is not working and will cost more to fix than it is worth. We are using a truck borrowed from highway. Ray Moser will look for a truck.
- **Phones** – The new phones have been installed. We are having some problems with voice mail and clarity and feedback.
- **Financials** – October profit and loss statement was reviewed. With census down our revenue remains down. Our loss year to date is \$684,758. The supplemental payment will help cover this loss.

The agenda being completed, motion by Mr. Servais, seconded by Mr. Yttri, to adjourn. All members voting aye.

The meeting adjourned at 10:04 a.m. Next meeting date: Friday, Friday, January 14, 2011 at 8:30 a.m.

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Raymond Moser, Chairperson

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James Servais, Board Member

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Edward Martinez, Board Member

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Ole Yttri, Board Member

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Barbara McNeal, Board Member

