

ROCKY KNOLL HEALTH CARE CENTER FOUNDATION MINUTES

Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway
Plymouth, WI 53073

Shah West Conference Room

March 18, 2013

Called to Order: 3:30 PM

Adjourned: 4:15 PM

MEMBERS PRESENT: Charlie Conrardy; Brian Hoffmann; Tim Woodworth; Rachelle Valleskey, Rocky Knoll Administrator; Bernie Nowicki, Roger Otten; Dennis Schmideler; Ron Becker; Dale Pauls; Linda Laible

MEMBERS ABSENT: None

OTHERS PRESENT: Kim Loose – RK Life Enrichment Director

Mr. Conrardy called the meeting to order at 3:30 PM. It was noted the agenda was posted on March 14, 2013 at 8:30 AM in compliance with the Open Meeting Law.

Mr. Hoffmann arrived at 3:32 p.m.

A motion was made by Mr. Pauls and seconded by Ms. Laible to approve the minutes of the January 28, 2013 meeting with a noted correction in paragraph five indicating Mr. Nowicki as the General Contractor. Motion carried.

Mr. Becker and Mr. Schmideler arrived at 3:34 p.m.

Ms. Valleskey requested the release of Foundation funds as follows: \$200 from funds donated by a family member to purchase perhaps a tree, shrub, bench or perennials for the Woodland Village courtyard. A motion was made by Mr. Nowicki and seconded by Mr. Pauls to approve the request. Motion carried. Discussion was also held about receiving bids for conceptual drawings to landscape this courtyard. Landscape Stewards provided the initial plans, but it was a part of the whole Rocky Knoll landscape plan, and was quite elaborate. Mr. Nowicki will reach out to McKay Landscaping from Oostburg to see if they could provide a bid, and we will also need to seek another local bid. Once the snow is melted, the Committee will review again so everyone has the ability to look at the area that is being discussed.

Ms. Valleskey, Mr. Nowicki and Ms. Loose met with Jim Marshall from Marshall Signs, LLC to discuss the current design of the stones by the Giving Tree. They reviewed some books for ideas. Mr. Nowicki thought there would be a sample already complete, but as of this meeting, there is nothing in place. Ms. Valleskey stated that as of last week, Jim was struggling yet to get a clear concept of what should be placed. Mr. Nowicki did have a conversation with Jim the day prior to this meeting and felt he has a clearer picture and will place the fabricated stones on the wall for committee review. It was requested that once the design is placed, a photo be taken and provided prior to the next meeting to all committee members.

Mr. Nowicki met with Bernie Rammer, Purchasing Agent for the County to discuss the Bistro Project. Because of the volume of purchasing Sheboygan County does, he feels he may be able to work with the Contractors for the project to get a better price on materials. Mr. Nowicki also requested that Ms. Loose work with Mr. Rammer to find out what type of furniture should be purchased. Ms. Loose felt we should keep it consistent with what is placed by the Fire Pit. Mr. Nowicki will also work on getting letters out to the contractors to coordinate a meeting so everyone can review the project.

Discussion was held about hosting a ground-breaking ceremony once all frost has exited the ground. It was felt that we should give the donors of the project the opportunity to be a part of the ceremony, although some may choose to be a part in the end so they can look at the finished project. The committee also would like to get as much PR as possible, and will look into inviting the local newspapers and use this event as a fundraising opportunity for the Foundation.

There was no correspondence to report.

Mr. Woodworth discussed the February financial report. The balance in the Foundation bank account as of 02/28/2013 is \$80,298.45. He did provide a breakdown of the funds donated specifically to the Bistro to Mr. Nowicki, and will get a copy mailed to all members. It will also be used as the project unfolds to track expenses. A motion was made by Mr. Schmideler and seconded by Mr. Becker to approve the financial report as presented. Motion carried. Mr. Woodworth informed the Committee that he has filed the 990 Easy Form for the Foundation. He will also work on applying for a tax exempt number for the Foundation.

Mr. Otten brought to the Committee's attention that he has talked with many people who have been here or have had family members here that felt Rocky Knoll could use recliners for patients who have had replacement surgeries, and felt this could be an area where the Foundation could assist. Ms. Valleskey indicated when the United Way drive was held towards the end of October last year, the message sent to the staff was that if they donated their dollars to the Foundation, the dollars would be used to purchase recliners for the building. Ms. Valleskey will work on finding out the number of recliners we have currently in-house, and what our need is. She will also check with Mr. Rammer to see if he could get a good price for us. Rocky Knoll has purchased a few refurbished recliners from Buehler's Furniture store in Sheboygan Falls at a discounted rate. They are aware we are looking for us and as they come in, will contact us.

Ms. Loose advised the Foundation Board that Rocky Knoll will again host a Family Fun Day this year. Last year the Foundation donated money towards the entertainment. Mr. Nowicki made a motion to approve a donation for entertainment of up to \$200. Mr. Schmideler seconded the motion, motion carried.

The next Foundation Meeting has been scheduled for Monday, April 22, 2013 at 3:30 p.m. at Rocky Knoll Health Care Center in the Shah West Conference Room.

A motion was made by Mr. Hoffmann and seconded by Mr. Nowicki to adjourn the meeting. Motion carried. The meeting was adjourned.

Angie Iserloth
Recording Secretary