ROCKY KNOLL HEALTH CARE CENTER FOUNDATION MINUTES

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

Shah West Conference Room

June 24, 2013 **Called to Order: 3:30 PM** **Adjourned: 4:27 PM**

MEMBERS PRESENT: Charlie Conrardy; Tim Woodworth; Bernie Nowicki, Roger Otten; Dale Pauls; Denis Schmideler; Rachelle Valleskey, Rocky Knoll Administrator; Brian Hoffmann

MEMBERS ABSENT: Linda Laible; Ron Becker

OTHERS PRESENT: Kim Loose – RK Life Enrichment; Brad Fleming – Dynamic Advertising Agency;

Mr. Conrardy called the meeting to order at 3:30 PM. It was noted the agenda was posted on June 18, 2013 at 3:00 PM in compliance with the Open Meeting Law.

A motion was made by Mr. Nowicki and seconded by Mr. Pauls to approve the minutes of the May 20, 2013 meeting. Motion carried.

Mr. Brad Fleming from Dynamic Advertising Agency provided suggestions for improvements to the Giving Tree and how the larger donation amounts can be incorporated into the design rather than using stones – such as a "Foundation Level" of giving. There were three variations provided to committee members. He will revise the current options per suggestions received from Board members and bring back to the July 22, 2013 meeting.

There was no correspondence to report on.

Formal approval was requested for the purchase of 8 recliners from Chilton Furniture in the amount of $2,000. A motion was made by Mr. Schmideler and seconded by Mr. Otten to approve payment. Motion carried. A second request was made to purchase an additional three recliners from Chilton Furniture in the amount of $750. A motion was made by Mr. Nowicki and seconded by Mr. Schmideler to approve request as presented, motion carried. A request for Release of Foundation Funds was presented by Ms. Loose of the Life Enrichment Department to match funds raised by her department to purchase Walkie-Talkies for her staff. These radios would be used by her staff so they could communicate with each other in regards to resident activities, needing assistance, etc. Mr. Pauls recommended that this purchase be requested through Rocky Knoll, as it really is an operational expense and should be paid for through the facility. Ms. Valleskey will explore this option.

The Bistro project started, with an anticipated completion date of approximately two weeks. Schmidt Construction did not include the back rest to the bench seat in their initial bid so the expense of the project will increase by an additional $2,000. The total estimated expense will be approximately $41,804 which is still within budget. Mr. Nowicki reached out to several other bidders from the project and they stated that they also did not include this in the bid. Mr. Nowicki requested that Ms. Valleskey and Ms. Loose work with Konz Electric to select the lighting fixtures for the Bistro.

Jim Onnink from McKay Nursery Company met with Mr. Nowicki, Ms. Loose and Sandy Leon from Rocky Knoll regarding the Woodland Village courtyard landscaping. Mr. Nowicki shared a plan that was drafted showing the different plantings, landscaping, etc. It was recommended another bid or two be received for this project. Mr. Pauls also suggested that Ms. Valleskey speak with the County Administrator to see if the County would consider budgeting for this item and perhaps the Foundation would entertain splitting the cost. Ms. Valleskey will explore this and report back.
Mr. Woodworth provided Board members the Financial Report through the end of May. A motion was made by Mr. Schmideler and seconded by Mr. Nowicki to approve the financials as presented. Motion carried.

There was no correspondence to report.

The next Foundation Meeting has been changed to Monday, July 29, 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. Pauls to adjourn the meeting. Motion carried. The meeting adjourned at 4:27 p.m.

Tim Woodworth
Recording Secretary