

## ROCKY KNOLL HEALTH CARE CENTER FOUNDATION MINUTES

Rocky Knoll Health Care Center  
N7135 Rocky Knoll Parkway  
Plymouth, WI 53073  
Shah West Conference Room

**September 14, 2015**

**Called to Order: 3:30 PM**

**Adjourned: 4:25 PM**

MEMBERS PRESENT: Charlie Conrardy, Roger Otten, Dale Pauls, Brian Hoffmann, Denis Schmideler, Bernie Nowicki, Ron Becker, Linda Laible, Tim Woodworth,

MEMBERS ABSENT: Rachelle Valleskey

Mr. Conrardy called the meeting to order at 3:30 PM. It was noted that the agenda was posted on September 2nd at 10:45 AM in compliance with the Open Meeting Law.

A motion was made by Dale Pauls and seconded by Roger Otten to approve the minutes of the July 27<sup>th</sup>, 2015 meeting. Motion carried. Following the carried motion, Bernie Nowicki noted the use of the term "Committee" several times in the minutes. He questioned whether that was the correct term for the members comprising the Foundation. After some discussion it was agreed that the group should be referred to as the "board". Cindy will submit corrections to the July 27<sup>th</sup> meeting minutes, substituting the term "board" for the term "committee".

There were no correspondences to report.

There were no new Foundation fund requests submitted at this time. Previously, the board had approved funding the Bistro Concert series. The final concert is to be held Sept. 22<sup>nd</sup>, 2015. It is a Patsy Cline Tribute. There will also be a balloon artist that evening, and complimentary refreshments; all supported by the Foundation. The concert has been publicized as being open to the public. We are hoping that many family members and friends will come and join in the fun!

The proposed construction of a pavilion was discussed. Cindy had researched some options and presented the information to the board. Without specifics regarding design, size, materials (wood verses steel); it is difficult to estimate cost. Mr. Conrardy suggested that with the numerous pavilions on County properties already, there should be more readily available information. He will contact Bernie Rammer and bring information to the next meeting. It was also suggested that the board take a look at the proposed location for the pavilion with Tim Chisholm, Maintenance Supervisor, to get his advice regarding design and size in relation to the existing grounds. He will be invited to attend our next meeting.

Mr. Pauls informed the board members of the meeting that he and Rachelle Valleskey had on August 18<sup>th</sup> regarding the Foundation offering educational scholarships to employees. Rachelle thought the best use of the funds would be to support specialty training for the care giving staff on our Memory Care Unit, Behavioral Health Unit, and Short-term Rehabilitation Unit. Applicants could apply to attend courses that would enhance their knowledge and skills to help them better serve the special needs of these residents. Board members received a packet that included a mission statement for the proposed Continuing Education Program, an outline of criteria that an employee must meet to be eligible to apply for a scholarship, a scholarship application, and a summary of what course topics would be applicable to each special care Unit, as well as the key individuals to send to training from each Unit.

Mr. Pauls had asked that an article about staffing senior housing facilities be given to the group prior to the meeting. It addressed the disturbing demographic of a lack of caregivers for our aging population. The article emphasizes that workforce development and retention should be a key concern for all long-term care facilities. Supporting an employee's continued education is a helpful tool not only in providing better care for your residents but in retaining your employees; it provides a source of employee satisfaction. Mr. Pauls felt that the article supports the idea of the Educational Scholarship program. He added that "One part of our Mission as the Foundation could be to help further the education of the staff serving the residents at Rocky Knoll." Continued discussion about the proposed Scholarship program brought up several questions that would best be answered by Ms. Valleskey. The topic was tabled for further discussion at our next meeting.

Mr. Woodworth presented the Financial report for August. It included a more detailed Transaction Listing from 01/01/15 – 08/31/15 which everyone agreed was helpful. Cindy will run the Transaction Listing quarterly for the board's review. Bernie Nowicki made a motion to accept the Financial report, seconded by Denis Schmideler. Motion carried.

Mr. Pauls asked if Mr. Woodworth had looked any further into the prospect of investing some of the Foundation's funds. Mr. Woodworth stated that there are numerous Investment avenues available but that he was not comfortable leading such a venture. He suggested that if the Foundation votes to proceed in that direction, that they form a committee to seek and act on the advice of an Investment company. Mr. Conrardy stated that he would talk with a representative from Bank First where we currently have our funds in a Savings account and see what they suggest. He will report back to the board at our next meeting.

Ms. Liable reported that she had a very nice conversation with a friend whose parents are currently residents at Rocky Knoll. They were very complimentary about the excellent care that they are receiving and the activities that they are enjoying while here. They particularly enjoy the music events and comradery that takes place during them. It is gratifying to hear such positive comments about the staff and social environment.

The next Foundation Meeting will be October 26th at 3:30 pm at Rocky Knoll Health Care Center in the Shah West Conference room.

Motion was made by Denis Schmideler to adjourn, seconded by Bernie Nowicki. Motion carried. The meeting was adjourned at 4:25 pm.

Cindy Stevens  
Recording Secretary