

ROCKY KNOLL HEALTH CARE CENTER FOUNDATION MINUTES

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

October 24, 2016

Called to Order: 3:30 PM

Adjourned: 4:40 PM

MEMBERS PRESENT: Charlie Conrardy, Dale Pauls, Linda Laible, Richard Bemis, Ron Becker, Brian Hoffmann, Rachelle Valleskey, Cindy Stevens

MEMBERS ABSENT: Bernie Nowicki, Denis Schmideler, Jeremy Fredericks

Mr. Conrardy called the meeting to order at 3:30 PM. It was noted that the agenda was posted on October 19th, 2016 at 9:00am in compliance with the Open Meeting Law.

Richard Bemis made a motion to approve the minutes from the meeting on October 3rd, 2016. Motion was seconded by Dale Pauls. Motion carried.

A Request for Release of Foundation Funds in the amount of \$1200.00 was received from Life Enrichment for the purchase of Christmas items for the residents, 3 new artificial trees, and musical entertainment for the New Year's Eve party. Ron Becker made a motion to approve the Request, seconded by Linda Laible. Motion carried.

Life Enrichment submitted another Release of Foundation Funds in the amount of \$401.00 for twenty engraved Veteran Memorial plaques. The committee questioned the number of plaques. It seemed unlikely that we had admitted twenty Veterans in the past few months. Rachelle agreed to verify the number with Deb Jacoby and report back to the committee. We will table this request until our next meeting.

Rachelle and Cindy updated the board on the Jolly Holiday Event preparations. The booth spaces have been filled and three last minute vendors will require us to use some of the small rooms off of the hallways. A good problem to have! We have a total of 29 vendors (including the two non-paying resident vendors). Cindy listed the things that will need to be done on Friday with the help of board members and what to expect to be asked to do on Saturday. Decorating for the Jolly Holiday theme and signage in the hallways needs to be completed; otherwise we are pretty well set. We have had people say that they heard our radio ads and have been seeing our flyers posted throughout the community. It's good to know that our advertising efforts are being recognized. We are hoping for a fun, successful day for everyone.

Rachelle addressed the problem we are currently experiencing with hiring Nursing staff. It is not uniquely our problem as Nursing homes across the country are having staffing issues. The elderly population is growing and their need for skilled care is rising. The supply of qualified personnel is not keeping up with the demand. Dale Pauls and Rachelle have been working on creating a Tuition Reimbursement Policy for Rocky Knoll that the Foundation would support. They feel that supporting this program meets the intention of the Foundation's mission to enrich the quality of life for Rocky Knoll Health Care Center residents. By helping to provide education opportunities for our caregivers, we help to provide better care to our residents. The board has been discussing this topic for several months and considering its implementation. One hope is that this program would help attract and keep nursing staff at Rocky Knoll. Ron Becker asked Rachelle how many staff members we are currently seeking. She stated that we have twenty-one open aide positions, and seven open nurse positions. Those numbers may be helpful in determining a dollar amount that the Foundation wants to make available the first year.

Charles Conrardy stated that he feels the Foundation should commit at least \$5000.00 to the program. Ron suggested that we see what the Jolly Holiday event brings in and then make a decision of how much to commit to the program. Dale Pauls made a motion to approve the Policy and determine the financial commitment in December as stated in Article IV, Number 7 of the policy. Ron Becker seconded the motion. Motion carried.

Linda Laible and Dale Pauls have been working on an end of the year giving letter which they presented to the board for review at the last meeting. Linda made the suggested revisions from that meeting and members were given a revised copy for review at today's meeting. The letter is directed at people who had given in the past, as it was felt that they had an appreciation for the Foundation's mission. It was suggested that we expand that base and send the letter to all persons or their responsible parties who had been admitted in the past two years. That group would largely be residents of Woodland Village who were with us for rehabilitation. Dale Pauls was hoping to have the mailing completed early in November. Cindy said she would work with Sandy to create that list, but that developing it into a mailing list would take some time and she would not be likely to complete that task anytime soon. Dale will work on creating a list of previous donors from the Ledger entries. It was decided to start with that group and mail a donation request letter along with a stamped return envelope to them first. We will follow up with the larger past admissions list as we are able to get it narrowed down and finalized.

Richard Bemis made a motion to adjourn, seconded by Brian Hoffmann. Motion carried. Meeting adjourned at 4:40 pm.

The next Foundation Meeting will be held November 28th, 2016 at 3:30 pm. at Rocky Knoll Health Care Center in the West Conference room.

Cindy Stevens
Recording Secretary