

## ROCKY KNOLL HEALTH CARE CENTER FOUNDATION MINUTES

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

**July 25, 2016**

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

**Adjourned: 4:35 PM**

MEMBERS PRESENT: Charlie Conrardy, Dale Pauls, Linda Laible, Richard Bemis, Bernie Nowicki, Rachelle Valleskey, Denis Schmideler, Jeremy Fredericks, Cindy Stevens

MEMBERS ABSENT: Brian Hoffmann, Ron Becker

OTHERS PRESENT: None

### ANNUAL ELECTION OF BOARD MEMBERS

Mr. Conrardy called the meeting to order at 3:30 PM. It was noted that the agenda was posted on July 15th, 2016 at 12:00 pm in compliance with the Open Meeting Law.

Bernie Nowicki questioned the pricing for devotional brochures in the fifth paragraph of the June 27<sup>th</sup>, 2016 Minutes. Cindy agreed that the amount seemed high. She will check back with the publishing company and correct the minutes as needed.

Discussion about the pricing of the "Living with Christ" brochures prompted continued discussion about our consideration of this project. At the previous meeting the board had asked that Cindy and Rachelle provide them with a suggested number of brochures desired. It was suggested that we start with 25 brochures distributed throughout the facility. There was some discussion about brochures being specific to a select religion and others being ecumenical. It was suggested that as our hope would be to serve the residents equally, it may be best to seek providing an ecumenical brochure. Dale Pauls said that he would inquire if his church would be willing to provide Rocky Knoll with ecumenical brochures (at no cost) as part of their outreach program. Other members stated that they would also ask if their churches would want to do the same. We will continue discussion about this project at our next meeting.

This is our Annual Meeting when the election of Trustees and Officers takes place.

Three Trustees terms were due to expire: Dale Pauls, Brian Hoffmann and Linda Laible. All three volunteered to serve another three year term. (Brian Hoffmann had stated his willingness to serve another term to Charles Conrardy who conveyed it to the group in Brian's absence). Richard Bemis made a motion to re-elect the three Trustees. Motion was seconded by Denis Schmideler. The vote was unanimous and the motion carried.

Richard Bemis then made a motion to reappoint the existing President (Charles Conrardy) and Secretary (Linda Laible) for another one year term. They were both agreeable to reappointment. Bernie Nowicki seconded the motion. The vote was unanimous and the motion carried.

Thank you to all Trustees and Officers for your dedication to serve the Foundation and thus the residents of Rocky Knoll.

Rachelle Valleskey gave an update on the “Jolly Holiday” plans. A letter detailing the event was mailed out earlier in the week along with a Merchant Agreement to 40 possible vendors. Their names were compiled from their attendance at a previous similar event, local Chamber of Commerce websites, and suggestions from staff members. Vendor invitation posters have been posted at Rocky Knoll, emailed to all County employees, and given to Foundation members to post in the community. We already have 6 vendors committed to attend. We are hoping to host 20-30 vendors. A floor plan for booth set-up and concessions has been drafted. The Women’s Auxiliary has been invited to run the concessions. Rachelle is meeting with them later this week to discuss the opportunity. Life Enrichment will be helping with the decorating and music. We will need “all hands on deck” to help with set-up the day before, running the event, selling raffle tickets, and clean-up. Things are coming together nicely to make this a fun, successful event for everyone.

Discussion on Continuing Education Scholarships was tabled until next meeting.

The group discussed the Garden tour in Two Rivers and how what we saw and learned there might apply to our vision for a Healing Garden at Rocky Knoll. Everyone was in agreement that whatever we would decide to do would be on a smaller scale with considerable consideration given to continued maintenance. It was suggested that we ask the residents how they feel about a garden; would they use the area, what would they like to see in it, etc.? Charlie Conrardy offered to ask the residents at the next few Resident Council meetings and report back to the group.

Rachelle reported to the group that the Health Care Committee had decided on a 90-day Trial of the Vibe Tech therapy equipment. The unit is being delivered on Wednesday, July 27<sup>th</sup>. Vibe Tech will be training the Therapy staff the next day and guiding them through sessions with patients. The Health Care Committee will have the final decision on purchasing the equipment. The Foundation could consider any financial support for the equipment at that time.

Cindy showed the group a final redesign of the acrylic sign under the Giving Tree with the newly recognized lower level of giving (\$250.) Marshall Sign had requested an approval of the redesign before doing the work. The group approved the redesign. Cindy will call Marshall Sign with approval to proceed. Linda Laible asked if anyone had changed the website to reflect the lower level of giving. Rachelle said that she will make the necessary changes to the website. Linda also noted that the Foundation’s printed materials will need to be updated. Cindy will take inventory of the materials on hand and work on an enclosure that can be included with them until they are used up. Moving forward, all printed brochures and flyers will be updated to reflect current information, recent accomplishments, and future projects.

Jeremy Fredericks presented the Financial report. Dale Pauls asked what other avenues can we pursue to bring in donations? He suggested that we consider mailing out an “end of the year” donation letter. We could develop a list of past residents and discharged rehab patients along with their family members. Hopefully some of them would be reminded of the great care they or their loved one received here and be gracious with a financial donation to the Foundation. It was suggested that we not continually ask the local businesses for support, but contact them when we have a large specific project they may be willing to help us with. Discussion on this topic will continue at our next meeting. Dale Pauls made a motion to accept the Financial report. Motion was seconded by Denis Schmideler. Motion carried.

Richard Bemis made a motion to adjourn, seconded by Linda Laible. Motion carried. The meeting was adjourned at 4:35 pm.

The next Foundation Meeting will be Aug. 22nd at 3:30 pm at Rocky Knoll Health Care Center in the Shah West Conference room.

Cindy Stevens  
Recording Secretary