

**CITY CONVALESCENT HOME BOARD OF DIRECTORS**  
**Open Meeting Minutes for July 12, 2023 5:00 P.M.**

**Present: Mike Parson, Bill Kohler, Dennis Talley, Linda Douglas and Louise Lunkenheimer**

1. Meeting called to order by M. Parson at 5:00 PM with quorum present. No potential conflicts of interest expressed by board members.
2. Motion to approve minutes for 6/28/23-Open Session and Executive Session made by B . Kohler, seconded by L. Lunkenheimer. Motion passed unanimously with 5-0 vote.
3. May and June financials continue to be unavailable due to reports needed from A+ payroll. Bryan Charles to communicate with A+ payroll tomorrow. May report deferred until next meeting and June may need another deferment.
4. Facility update given by Crystal Layman, MFCC Administrator. See "July Board Meeting" attachment. Item #5--going with Atena health insurance to begin August 1st. Item #8--Current company dropping building coverage in Sept. Nathan at Specialty Risk Insurance is looking for another carrier.
5. Open Discussion:
  - a. L. Douglas brought up communication from staff indicating paychecks have not been correct since changing to A+ payroll in May. Board directed MFCC Administrator to check out other vendors and report back at next meeting.
  - b. Process of posting open positions was also discussed and will involve a physical post on an internal bulletin board along with other outlets as appropriate
6. Meeting adjourned to Executive Session at 5:45 pm by motion made by L. Douglas, seconded by D. Talley. Motion carried unanimously with 5-0 vote.
7. Resumed Open Meeting at 6:59 PM. L. Lunkenheimer motioned for adjournment at 7 PM, seconded by D. Talley. Roll call vote of 5-0 carried motion.

Respectfully submitted,

Linda Douglas, Board Secretary

**July Board Meeting 7/12/2023**

1. Census 62 Med A =10 Med B =8
2. 1 is in hospital.
3. All Meals are over at MFCC now. Everything is going smoothly.
4. IT has been moved over to MFCC and finally settled down to just normal tech support.
5. Health Insurance is open enrollment.
6. Workman's Comp should be taken care of and ready to go by next month. Gave Nathan the go ahead.
7. Dr Kemm and Dr. Meyers are doing well with the Call Schedule, only have a couple residents at this time but will be taking all our new resident process goes much smoother.
8. Still waiting to hear from insurance company about flood. Nathan did let me know our insurance did drop us due to 2 claims being filed and he is working on getting someone else to pick us up.
9. The Elopement drill done today that insurance requested.
10. Us Bank rejected a bunch of checks even though we have positive pay in effect where we must enter every check number and amount before they will approve for payment. Us bank made a huge mistake by not taking hold off our account so called yesterday and said they would be refunding all of our money that was taken by Fraud.
11. 2024 yearly budget should be ready by the next meeting. I am in the stage of all my department heads recording their spending transactions in an Excel Document checkbook registry where they can see exactly how much budget they have left to spend.
12. Working on wages/payroll to include in the 2024 budget.
13. May financials are not finished yet but due to A plus payroll dragging their feet on some reports Bryan needs to finish.