

**ELMS & BUILDING & GROUNDS COMMITTEE**  
**September 8, 2015**

The Elms/Building and Grounds Committee held their monthly meeting on Tuesday, August 11, 2015 at 7:00 p.m. The meeting was held at the Elms. Members present were Chairman Larry Aurelio, Jerome Anderson, Dave Cortelyou, Bob Mahr, Charles Neblock, Digger Oster, Marcia Twaddle and McDonough County Board Chairman Scott Schwerer. Member Paul Trimmer was absent. Others present were Scott Adair, Elms Administrator Tina Cox and Beth Crossett as committee secretary.

Chairman Aurelio called the meeting to order at 7:00 p.m.

**Approval of August 11, 2015 Minutes**

Member Oster moved with a second by Member Neblock to approve the August 11, 2015 minutes as submitted. Motion carried on a voice vote.

**Farm Report**

The committee reviewed a copy of the notice for the paper. The bids will be opened at the November meeting.

**Administrator's Report**

Elms Administrator Tina Cox presented the monthly report. Census today is 89-9 Medicare, 43 Medicaid, 37 Private Pay. They have had 10 admits and 6 residents left this past month. The Illinois Department of Public Aide owes The Elms \$ 302,538.82 and is paid thru June.

Gina Bickers has been hired for Kenlyn's position and has been training. It is going well.

Dr. Reem, the current Medical Director is retiring at the end of December and we are looking for a new Medical Director.

October 28<sup>th</sup> from 7:30 a.m. to 8:30 a.m. the Elms will host MACC Business before Hours. This is also physical therapy month and is a good showcase for our services. Everyone is encouraged to attend. On September 12<sup>th</sup> the Music & Memory support group will meet. This is a new way to engage dementia and Alzheimer patients. We currently have about 40 dementia and Alzheimer patients. Discussion was held on services offered and possible creation of an all purpose room (addition) for dementia and Alzheimer patients.

**Financial Report**

Member Neblock moved with a second by Member Mahr to approve the August 2015 Financial Reports. Motion carried with a voice vote.

**Elms Claims**

Member Twaddle moved with a second by Member Cortelyou to approve the Elms claims. Motion carried with a voice vote.

**Macomb Public Building Commission**

The Elms driveway/lot improvements are mostly complete. Signage and final striping will finish the project.

**McDonough County Maintenance Directors Report**

Maintenance Director Scott Adair presented the monthly report. He thanked the committee for his recent

performance evaluation.

The Zahn Building phone lines have been ported from Frontier to McDonough Telephone Cooperative.

The elevators have been re-inspected and with the necessary improvements passed. The women's bathroom closet shelf has been finished. The loose tiles on the 2<sup>nd</sup> floor were replaced this past weekend.

On September 3<sup>rd</sup> a follow-up ADA inspection was done. The women's restroom and the ramp to the Assistant State's Attorney/Victim Witness office were approved. The handicap parking measurements were questioned but Scott felt that they would be approved. Results will be summarized in the report that will be sent.

### **FY 2016 Budget**

Scott Adair reviewed the FY 2016 budget proposal. He has requested a 2% increase for all department personnel. He has also requested a laptop computer to replace his personal computer. The new computer would be a County computer and remain after his retirement. The department is also requesting a new mower. The current JD LT 180 mower is from 2003 and it rusting.

### **Building and Grounds Claims**

Member Cortelyou moved with second by Member Oster to approve the claims as submitted. Motion carried on a voice vote.

### **Other**

Member Cortelyou moved with second by Member Mahr that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:40 p.m.