

ELMS & BUILDING & GROUNDS COMMITTEE
April 11, 2017

The Elms/Building and Grounds Committee held their monthly meeting on, April 11, 2017 at 7:00 p.m. The meeting was held at the Elms. Members present were Chairman Larry Aurelio, Dave Cortelyou, Bob Mahr, Digger Oster, Robert Shouse, Paul Trimmer, Marcia Twaddle and McDonough County Board Chairman Scott Schwerer. Member Jerome Anderson was absent. Others present were Patrick Stout, Elms Administrator Tina Cox and Lead Maintenance Allen Sheffler. Beth Jameson was present as recording secretary.

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

Approval of March 14, 2017 Minutes

Member Cortelyou moved with a second by Member Trimmer to approve the March 14, 2017 minutes as submitted. Motion carried on a voice vote.

Farm Report

No report.

Administrator's Report

Elms Administrator Tina Cox presented the monthly report. Census today is 85-8 Medicare, 39 Medicaid, 33 Private Pay and 5 Hospice. The Illinois Department of Public Aide owes The Elms \$527,525.44 for 3 months.

The commercial runs thru the end of April. Tina would recommend that we do another 3 month contract and then do every other month until the end of the year. Discussion was held on the ad campaign and keeping The Elms in the "spotlight". We are also doing ads on the new News Brief that reaches not only Macomb but other outlying areas. Member Cortelyou moved with second by Member Mahr to approve Tina's recommendation to do another 3 month contract and then do every other month until the end of the year. Motion carried on a voice vote. It was recommended that a new ad clip be produced for the every other month campaign.

Tina distributed information on the Rehabilitation Success that the Elms residents are experiencing. This information will be used in visits to area hospitals that send patients back to our area to rehab. Tina is looking to create a community Friends of the Elms Committee and distributed information on how it might function to benefit The Elms.

She is going to approach the Building Commission about the Lobby furnishings before the 40th Anniversary celebration. In addition to the age of the furnishing they are not very accommodating for residents and some guests to get in and out of.

Financial Report

Member Cortelyou moved with a second by Member Shouse to approve the March 2017 Financial Reports. Discussion was held on the cash position being considerably lower than last year. The difference in what we are owed by the State of Illinois is a major reason for the decline. The loss on the Income Statement was also discussed. Occupancy rates are lower and while expenses are lower than budgeted they are not proportionately the same as income. Tina noted that the occupancy rate nationwide is 82.6% and significant increase to that rate is not expected until 2018-19. The expense/income and cash position will continue to be monitored closely. At the end of discussion, motion carried with a voice vote.

Elms Claims

Member Oster moved with a second by Member Shouse to approve the Elms claims. Motion carried with a roll call vote of 7 yes (Aurelio, Cortelyou, Mahr, Oster, Shouse, Trimmer, Twaddle), 1 absent (Anderson) and one pass (County Board Chairman Schwerer).

Macomb Public Building Commission

No report.

WIU NAFME Request

Rebekah Edon, Program Chair, for WIU NAFME would like to perform on the Square on April 28th from 3-7 p.m. This is the Collegiate Chapter of the National Association for Music Education. Member Oster moved with second by Member Trimmer to allow WIU NAFME use of the Courthouse Square on April 28th. Motion carried on a voice vote. They will be instructed to coordinate with Allen Sheffler.

McDonough County Maintenance Directors Report

Allen Sheffler, Lead Maintenance Worker, presented the monthly report. The painting on 1st floor is almost complete and looks very nice.

The East end handicap entrance door is experiencing issues. He has replaced a part on the closing mechanism but has looked at replacing the door, frame and closure. He has two quotes:

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| Doors & More | \$ 6,260-this is installed and painted. |
| TJ's | \$ 6,844-full installation and painting are not included. |

Following discussion, it was determined not to act until funding is determined.

The north side entrance handrail is loose and should be replaced. Allen has talked to Bushnell Welding and it can be replaced like the west entrance for \$ 1,600.00. Member Oster moved with second by Member Twaddle to replace the north entrance handrail. Motion carried on a voice vote.

Allen has talked to Steve and he will begin the downspouts when the ground firms up. The cost of the project is \$ 6,800.00 and was included in the FY 17 Budget request. Member Mahr moved with second by Member Shouse to replace the Courthouse downspouts. Motion carried on a voice vote.

Building and Grounds Claims

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

Other

Member Trimmer 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 7:53 p.m.