Crestview Senior Housing Board Meeting

November 10, 2021

Meeting was called to order at 1:00 pm by Charlene Ogier, President. Present: Maureen Lariviere, Jack Kniss, Jim Hudson, and Gerri Hild – Managing Agent.

**Minutes:** Minutes from October’s meeting were reviewed. Motion by Jack and seconded by Jim to approve minutes. Motion carried.

**Financial Reports:** October Accounts Payables, Monthly Report for Establishing Net Income; October Balance Sheet and Statement of Operating Receipts and Expenditures reports. August & September reports from Loucks & Schwartz Financials. Motion by Maureen to approve and seconded by Jack. Motion Carried

**Occupancy Report:** We have 3 vacancies at this time. We have no applications pending at this time. We did have one applicant however he was over income. Annual income limit is $24,650.00

**Communications:** Tenant Dinner will be held on 11/17/2021 at Hillcrest. Monthly activity was a Fall Centerpiece which took place 11/8. Ladonna Brock has been hired as the new Office Manager. Bingo is back up and running. It will be held 11/15/2021 at 2:00 pm. The tenants are loving it!

**Tenant Report:** None

**Executive Session:** None

**Old Business:** Security Cameras – All have been installed. Gerri received another bill from the Oliver’s which was even higher than the last one. This one included time for training on how to use the software/cameras. Gerri sent it back asking for an invoice matching the amount quoted (which didn’t include training). She will pay once received. To date she has not heard back from either Darin or Kathy Oliver.

**New Business:** REAC Inspection – we scored 91c out of a possible 100. There were a couple of the units needing work that needing attending to immediately. Work orders were created and completed. Work Orders and before and after pictures were faxed the day following the inspection to the Real Estate Assessment Center. The other items will be taken care of. As far as Gerri knows there is not a time limit on when these items must be completed. These issues included peeling paint, smoke detector needed a battery, refrigerator needed a new seal, call for aid not accessible (because tenant had it behind her dresser), holes or “missing pieces” in walls.

New Board Member – Gerri will contact Karl Randacker at 1st State Bank to see if there is anyone that would like to fill our vacancy.

Gerri has hired a second Maintenance Man. Phillip Royce started November 1, 2021.

**Open Forum:** There is some concern that we may run out of funds if we are unable to get the 3 vacancies filled. Gerri will make some vinyl signs specific for Crestview as well as add information on the Website and contact the Leader to see if they will do an article. We want people to know this is not a Nursing Home. It is an Independent Living Facility.

Motion by Maureen and seconded by Jim to adjourn the meeting at 1:45 pm. Meeting adjourned.