

Bloomfield Manor

Committee Meeting

January 25, 2007

2:00 P.M.

Present: Everett Thomas, Robert Regan, Ron Benish, and Jack Jinkins, Committee Members, and Barbara Linscheid, Administrator. Absent: Laverne Clifton.

Meeting called to order by Chairman Thomas. Motion to approve certification and agenda by Thomas, 2nd by Jinkins. Carried. Minutes read and approved by Regan, 2nd by Benish. Carried.

Discussion was held regarding election of officers. Motion by Jinkins to elect Thomas as Chairman, 2nd by Benish. Carried on unanimous vote. Motion by Jinkins to elect Clifton as Vice-Chairman, 2nd by Regan. Carried on unanimous vote. Motion by Benish to elect Regan as Secretary, 2nd by Jinkins. Carried on unanimous vote.

Motion made by Jinkins to go into executive session pursuant to Sec 19.85, promotion, compensation, and performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. 2nd by Regan. Carried. Motion made by Benish to return to open session, 2nd by Jinkins. Carried.

An Accounts Receivable Update was given by the Administrator. Motion made by Benish that we direct the Administrator to take appropriate action to get the delinquent account collected as soon as possible. She will further discuss this with the Corporation Counsel. 2nd by Regan. Carried.

Bloomfield Manor Personnel Policies were discussed. Discussion was held on the subject of nepotism. There is no policy on nepotism in the Bloomfield Policy Handbook. The committee reviewed the fact that we employ the most qualified individual for a position. Recent hires were discussed, including the limited term position, which was advertised and the most qualified individual was selected. The committee concurred with the decision made.

Administrator's report included discussion regarding the two recent fire calls to Bloomfield. There was a small amount of smoke from a heater motor, which prompted the calls. The occurrence was uneventful; with no negative outcome or concern. The Administrator also reported that Bloomfield was successful in a preliminary grant request for an adaptive computer system for the residents from the Helen Bader Foundation. The full proposal is due on February 19, 2007.

Motion to approve the following vouchers by Benish, 2nd by Regan. Carried.

Payroll voucher #'s 1298 – 1415 for 1-7-07 to 1-20-07	\$99,416.06
Expense voucher #'s 1416 – 1452	21,891.84

The next meeting date was set for Thursday, February 8, 2007 at 2:00 P.M.

Motion made by Jinkins to adjourn, 2nd by Benish. Carried.

Mileage: Thomas – 10
 Regan – 30
 Benish –
 Jinkins