

Vernon Manor Board of Trustees

February 12, 2021

**Members present: Ole Yttri, Eric Evenstad, Garrick Olerud, Barbara McNeal, Lonnie Muller.**  
**Others in attendance: Amanda Hoff ~ Administrator, Cari Redington, Serena Inman, Jon Howe, Megan Christianson, Elliot Mezera, Travis Branscombe, Steve Greenland, Phil Hewitt, Diane McGinnis.**

1. The meeting was called to order at 8:34 a.m. by Chair Ole Yttri.
2. Roll call/introduction of visitors by Yttri.
3. Affirmation of proper public notice of meeting. Yes.
4. Review and approve Vernon Manor minutes: Motion made by McNeal to approve previous minutes, second by Muller. All voted aye. Motion carried.
5. Audience to visitors:
6. January monthly bills: Motion made by Evenstad, second by Olerud, to approve and authorize payment of January 2021 bills. All voted aye. Motion carried.
7. December 2020 financials: Review next meeting.
8. RCAC Update: Progress update, future inspection update, tours details discussed for anyone wanting a tour, about 16 people are on the waiting list, Pictures for marketing will be finalized soon for advertisement.
9. Assisted living mission and vision statements: Statements were shown and read. Motion to approve mission statement and vision statement for Vernon Acers Senior Living: Motion made by Evenstad, second by Muller. All voted aye. Motion carried.
10. Assisted living staff resolution approval: Resolution shown. Discussion on staff needed. Motion to approve resolution made by Olerud, second by McNeal. All voted aye. Motion carried. Discussion on future presentation on staffing. Discussion on advertisement for positions needed. Multiple internal interest in multiple positions for the assisted living.
11. Capital projects: Excel sheet presented with future Capital Improvements. The list isn't complete but for reference purpose only. Need formal quotes for some projects. Discussion on listed items took place.
12. Update on fire panel: All departments are helping with fire checks. Discussion on quotes. 3-5 weeks to go through engineering and state checks. Another 3-5 weeks to be installed.
13. Discussion on fire sprinkler system: Discussion on options with moving lines or adding insulation.
14. Approve to fill open positions in Dietary: Dietary position opening up due to staff member retiring. Motion to fill position made by Olerud, second by Muller. All voted aye. Motion carried.
15. Administrators Report: Census discussed. Future admits discussed. Phil and his crew put together a plexiglass booth for family visits and it's going well. Trying to find someone to do hair. Monthly Covid testing for staff. Residents are not being tested unless they show symptoms. Elliot is planning a meal for volunteers. Activity are having small group activities. Residents are eating in the dinning room. Diane had the second public hearing for assisted living grant this morning.

16. Closed session: Evaluation has been postponed.
17. Next meeting: Friday, March 12th, 2021 at 8:30 A.M.
18. Adjourn: Motion made by Olerud, second by Muller to adjourn. All voted aye. Motion carried. Meeting adjourned at 10:14 A.M.

Ole Yttri, Board Member

Eric Evenstad, Board

Garrick Olerud, Board Member

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Barbara McNeal, Trustee

Lonnie Muller, Trustee

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