

**Sunny Acres Nursing Home & Countryside Estates**  
**Advisory Board Meeting Minutes**  
**May 28, 2024**

**Meeting Facilitator:** Trish Carpenter, Administrator

**Chairperson:** Tim Hurie

**Secretary:** Angie Fletcher

**Attendees:** Attendees: Advisory Board Members; Countryside Estates Manager Tracy Suehring; Administrator Trish Carpenter; County Board members - Rich Brauer & Troy Cummings; Director of Heritage Facility Operations Bob Haerr; Regional Director Catherine McDowell

- I. Call to Order
- II. Approval of Minutes from April 30, 2024 Meeting – approved
- III. Discussion –
  - a. Bob Haerr –
    - Shower update – showers to be completed week of May 28<sup>th</sup>.
    - Storage Shed – shell/skin is completed. Will start on the floor next.
    - Laundry Building skin/shell in process of completion.
    - Bus – Delivered. Plans discussed to sell old van.
    - Menard County Building Study Group completed their walkthrough on May 14<sup>th</sup>. Seeking bids for further discussion on possible renovation of resident rooms in a phased project.
  - b. Rate Changes at Sunny Acres – rate increases will be applied beginning June 2024.
- IV. Countryside Update – Tracy Suehring
  - a. Several tours have taken place.
  - b. Tracy to submit Marketing plan/budget
  - c. Open House for Countryside Estates is Planned for Saturday, July 13<sup>th</sup> from 1:00-3:00
- V. Financial Review; Operational Performance; Staffing Pattern Report –Catherine led discussion and review of current financial statements, operational performance and Staffing Pattern Report.
- VI. Census Review – Catherine McDowell / Tracy Suehring
  - a. Catherine shared census numbers for Sunny Acres for period of 4/30/24 – 5/27/24
  - b. Tracy shared census numbers for Countryside Estates – 3 vacancies
- VII. Miscellaneous - none
- VIII. Next Meeting June 25<sup>th</sup>

IX. Adjournment