

**LOUISVILLE CARE CENTER  
410 West Fifth Street**

**February 14, 2018**

The regular February meeting of the Louisville Care Center Advisory Board was called to order at 5:00 p.m. by Darlene Petrzilka, Chairman Other Board members present: Jamion Biesterfeld, Betty Heard, and Candace McClun Absent: Cindy Osterloh Others present: Kari Wockenfuss, Administrator; Doris Hohman, Office Manager; Cheryl Taylor, Assistant Director of Nursing; Britany Knispel, Director of Social Services & Marketing; Kendra Trauernicht, Employee Services Coordinator; Jerry McClun and Rod Petersen, City Council

A motion was made by Heard, seconded by Biesterfeld to approve the consent agenda. The motion carried by unanimous vote.

A motion was made by McClun, seconded by Heard to place the financial statement on file. Motion carried by unanimous roll call vote.

Payroll Outsourcing was discussed with pricing and options from three vendors. A motion was made by Biesterfeld, seconded by Heard to go with the Paylocity proposal for Payroll Outsourcing. The motion carried by unanimous vote.

Administrator Wockenfuss presented lease options from Bishops Business for Xerox or Toshiba/Lexmark multi-functional machines to replace existing copier and fax machines. A motion was made by McClun, seconded by Heard to accept the Xerox proposal. The motion carried by unanimous vote.

Board Member McClun and Administrator Wockenfuss updated the board on the progress of the construction of the gazebo.

The board had received the current update from City Attorney Roger Johnson on the Estate of Donna Burgess.

Administrator's Report

1. Kari informed the board of the latest status from PR & R International Nurses Recruitment & Staffing Services. A rental house has been located and viewed. The board received a list of items needed for the house.

There being no further business, a motion was made by Biesterfeld, seconded by McClun to adjourn the meeting at 5:50 p.m. The motion carried unanimously.

---

Doris Hohman, Recording Secretary

---

Betty Heard, Secretary