

**Elwood Care Center & Assisted Living
Board Minutes
Monday, December 8, 2025**

Census as of 12/5/2025
Nursing Facility 31 Assisted Living 10 (9 + 1 hospital)

The Elwood Care Center and Assisted Living Board of Directors met on Monday, December 8, 2025 in the meeting room at the Care Center at 10:00 a.m. Present at this regular monthly meeting were Betty Koenig, Steve Rath, Kent Holl, Kim Scoville and Mary Nelson. Administrator Kate Reiners, Business Office Manager Amy Dytrych, Director of Nursing Lacey Rawn and Asst. DON/MDS Coordinator Adrienne McDaniel were also present.

10:00 – 10:25 Accountant Marcy Luth went over the DHHS Cost Report and also the annual audit.

Chair Betty called the meeting to order stating that we follow the requirements of the open meeting act. The agenda is placed on the board at the Care Home for the public to see.

Agenda

- The November 2025 minutes were approved as written.
- The Financial Reports and Analysis and Balance Sheet: reports for November (month two) were reviewed and approved following a motion from Steve and second from Kent.
- Account Receivable Aging Report and Bad Debts were reviewed. A motion to approve writing off the bad debts was made by Mary and seconded by Kim, all approved.
- The November bills, those already paid and those to be paid were reviewed. Payment unanimously approved following a motion made by Kim and second by Steve.

Old Business

- Strategic Planning: The Village gave direction to use the budgeted allotment of \$28,000 how we see fit. The Village Chairman requested a proposal for the next Strategic step from Elder Dynamics for consideration. The Village will also be forming a Community Wide Taskforce to move forward.
- Facility Assessment Review: Adult Day Services & Respite Care will be offering these services in early 2026.

New Business

- Policy Review: ALF had 10 policies have been updated approved.
- Give Big donations to The Care Home totaled \$1,685.
- Funding has been applied for from the Trailblazer Community Investment Fund.

Other

Date of the next meeting is scheduled for Monday, January 12, 2026 at 10:00 a.m. at The Care Home.

Respectfully submitted, Mary Nelson/Secretary