

**The Nathaniel Witherell
Finance Committee Meeting Minutes
November 24, 2008**

Time: 3:22 PM
Location: The Nathaniel Witherell Board Room

Attendees:

Finance Committee:

B. Dixon (Acting Chair)
D. Ormsby
T. Saccardi
Late Arrivals
D. Ayres 4:30 PM
L. Bankson 4:50 PM

Staff Board Members and Guests:

B. Kowalewski – Executive Director
R. Augustine – Director Financial Operations
J. Enchura – Director Dining Services
S. Welsh – Admissions Director
L. Baush – Director of Nursing
J. Hornack – Facility Manager
A. Tu – Rehabilitation Manger
M. Bruce – Recreation Director

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Bruce Dixon (Acting Chair) called the meeting to order at 3:22 PM

1. **Review and Approval of Minutes of the October 20, 2008 Meeting**

The minutes of the October 20, 2008 meeting were reviewed. Thomas Saccardi listed as attending was removed. Having noted the changes there was a motion to approve by Bruce Dixon, and seconded by Thomas Saccardi. –The motion was approved 3-0.

2. **2010 Budget Review Modification Approval.**

Revenues at \$22,180,633 reflect a 5.0% increase over the 2009 Budget. The budget occupancy at 95.0% reflects a Long term occupancy of 86.2% comprised of 25.0% Private Pay and 61.2% Medicaid. Short term occupancy at 13.9% is comprised of 1.5% Commercial Insurance, and 12.4% Medicare A. The Budget increase in revenue over the 2009 Budget is the result of a favorable resident mix and price offset by a 1.1% drop in volume.

Expenses reflect a 3.9% increase to \$16,653,627. Included in the expenses of \$161,000 are volume related cost offset by the increase in sales revenue of short term residents (Commercial Insurance and Medicare A Residents). After a lengthy discussion, the 3.9% increase was approved in part because of the 5.0% increase in Revenues, and more importantly, the general consensus that further reductions would have reduced staff and operations to level that would have affected patients' safety and health. There was a motion by Lloyd Bankson to approve the 2010 Budget, seconded Thomas Saccardi. The motion was approved 5-0.

3. **Other Business**

The results of operations for the period July 1, 2008 thru October 31, 2008 were presented by Lloyd Bankson. The year to date census was at 94.6% occupancy or 1.5% less than the census included in the 2009 Budget. The mix of residents was very favorable creating a year to date increase in revenue over the Budget of \$106,992. The total expenses at \$7,369,436 are higher than budget by \$281,939. Variances occurred in Payroll and Benefits primarily in the departments of Nursing (\$109,694), Dietary (\$31,071), and Housekeeping/Laundry (\$23,412). Other variances were in variable costs related to a favorable mix of occupancy related to short term residents. The operating deficit for the year was \$226,220 versus a budgeted deficit of \$51,273.

There being no further business, the meeting was adjourned by Bruce Dixon at 5:36 PM.