

**Artesia Christian Home, Inc.**  
**Board of Directors Meeting, Via Zoom**  
**October 13, 2020**

- I. Marv Struiksma opened with a devotion by Billy Graham from Ephesians 3:14-21 about “Faith-building” and prayer.
- II. Members present: Bud De Vries, Randy Halma, Judi Hibma, Lee Howell, Jon Matson, Rich Rens, Chet Roher, Marv Struiksma, Randy Van Essen, Gerry De Young, Nella Van Aalsburg, Bill Darnall

Staff present: Executive Director – Michelle Robison, DON – Colleen Levi

- III. The minutes of the Board of Directors meeting for September 8, 2020 were distributed for information.

**Motion:** To approve September 8, 2020 minutes as submitted. Motion **Approved**.

- IV. Committee Reports:

- A. **Finance**

- 1. Minutes of the September 8, 2020 meeting were received for information.

- B. **Monthly reports** reviewed:

- 1. Facility Summary of Operations Reports for the period ending August 31, 2020 were presented. Facility Operating Loss for the period ended August 31, 2020 was (\$61,115)/YTD (\$244,328). The total net loss (including interest/dividend income and donations) was (\$134,959)/YTD (\$473,310).  
Michelle advised again that COVID expenses are reflecting higher loss figures. However, the PPP money has still not been applied to these expenses.
      - 2. Investment Summary and Savings Account as of October 9, 2020.
      - 3. Charity Care YTD as of August 31, 2020 was \$218,985.

- C. **Bylaws Committee**

- 1. A final copy (previously approved) of the revised bylaws was presented. Michelle reported that a pdf version will go out to society members before the virtual Annual Meeting.
      - 2. It was noted that there is no actual procedure for a church to join as a Member church. A form will be created to be approved at the November BOD meeting.

- D. **Building and Grounds** – No Meeting

E. **Promotion** – No Meeting

F. **Executive** – No Meeting

## VI. **Executive Director Report**

A. Prepared by Michelle Robison, distributed for information.

1. Again, this month the board members thanked Michelle and her staff for their diligence in dealing with the stress and extra, extra work related to the COVID pandemic and all related requirements.

## VII. **Director of Nursing Report**

A. Prepared by Colleen Levi, distributed for information.

1. Colleen reported September was a very difficult month. Several positive tests and resident deaths made for a very stressful time. The board members expressed their appreciation for her dedication in trying to keep control during this extremely difficult time.

## VIII. **Old Business - None**

## IX. **New Business**

- A. The following retiring board members reported on their progress at finding replacements: Lee Howell (Emmanuel) submits Dave Hamel, Judi Hibma (Artesia I CRC) and Jon Matson (New Life) are still working on finding their replacements.
- B. It bears repeating the BOD's thanks to Michelle and Colleen for continuing their outstanding work in handling all of the requirements and ramifications of the COVID pandemic. We recognize what a daunting task it is and certainly appreciate them and all the staff for their excellent work. We will continue to hold them, the staff and resident up in prayer daily and are so thankful for God's blessings thus far.

## X. **Next Meetings:**

- A. Board Meeting – November 17, 2020 at 7:00 p.m.; Executive Committee immediately following.
- B. Finance Committee – November 17, 2020 at 6:00 p.m.
- C. Virtual Annual Society Meeting – November 10, 2020

XI. Meeting was adjourned at 8:10 pm. Marv Struiksma closed with prayer.

Respectfully submitted,  
Judi Hibma, Secretary