



Kimberly M. MacKay  
Commandant

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**BOARD OF MANAGERS MEETING MINUTES**

January 23, 2023  
(Virtual / Zoom Meeting)

**PRESENT:** Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Robert Blais (American Legion); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); William Gaudreau (Dept. of Military Affairs & Veteran Services); Raymond Goulet, Jr. (Vietnam Veterans of America); Elaine Baker (Female Resident); Kimberly MacKay (Commandant); Leon Rideout (Veterans of Foreign Wars State Commander).

**EXCUSED:** Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran); Allan Bailey (Male Resident); Richard Borrazas (Disabled American Veterans, Commander); Charles Arkwell (American Legion Department Commander).

**GUESTS:** Michelene Robichaud, (Assistant to the Commandant); Sarah Stanley (NHVH Public Information Officer); Stephanie Kelley, (Business Administrator).

**\*CALL TO ORDER BY CHAIRMAN:**

The January 23, 2023, Board of Managers Meeting was called to order at 9:05 a.m. by Paul Lloyd, Chairman of the Board of Managers.

**\*APPROVAL OF MINUTES – December 19, 2022:**

The Minutes of the Board of Managers Meeting of December 19, 2022 were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by Madeline Dreusicke, to accept the minutes. Minutes accepted by the Board. As there were no changes and the minutes will be placed on file. Motion carried unanimously.

Y P. Lloyd;    Y R. Guldner;    Y R. Blais;    Y M. Dreusicke;    Y W. Gaudreau  
Y R. Goulet;    Y E. Baker;    Y K. Mackay    Y L. Rideout

**\*COMMUNICATIONS:**

Sarah Stanley would like to get a group picture of the entire Board of Managers at the March 20, 2023 meeting and also the June 19, 2023 meeting in order to update the website page and the 2023 annual report.

A member of the public called in and asked if there was an email address for the Board of Managers. Paul Lloyd said no, and to please send any emails to him at [yethomebomchair@gmail.com](mailto:yethomebomchair@gmail.com) for any correspondence for the Board.

She also asked if the Board of Managers has completed the sexual harassment training mentioned in the June 2022 minutes. Yes, it was completed in July 2022.

**CUSTODIAL FUND INVESTMENTS:** - (10-1-22 – 12-31-22)

Commandant MacKay reviewed with the Board of Managers. Reports were mailed to the board members for their review.

We were notified that the CD will be with TD Bank and not Merrimack County Bank, still the same 18month CD and rate.

**\*CENSUS UPDATE:**

As of January 20, 2023 the Home has 127 admitted veterans.

18 veterans have been approved and are awaiting an appropriate opening.

2 Pending admissions.

22 veterans have been approved but declined admission at this time and will remain on the wait list.

37 veterans have applied for admission and are in the application process. We do one to two admissions per week, with a maximum of 131 residents with our staffing capacity.

**NHVV ADMISSIONS STATISTICS REPORT:** - (10-1-22 – 12-31-22)

Reports were mailed to the board members for their review.

**\*BUDGET UPDATE:**

Commandant MacKay reviewed the FY23 Financial Summaries of the New Hampshire Veterans Home as of November 30, 2022 (Appendix C) with the board.

The new room and board rate increase to \$348.80 will begin on April 1, 2023 and not March 1<sup>st</sup> as previously discussed last month. This is to give adequate time for notification to residents and families of the increase.

**NHVV QUARTERLY FINANCE REPORT:** - (10-1-22 – 12-31-22)

Reports were mailed to the board members for their review.

**\*CAPITAL PROJECTS REPORT:**

Commandant MacKay provided an update on the New Hampshire Veterans Home's efforts to date concerning capital projects and operations highlights:

The Closet Sprinkler Project – McFarland Johnson are currently working on the design drawings. Those drawings will be used to bid the project.

Nurse Call Stations – Near completion, no more than a weeks' worth of work left on the project.

Lighting Upgrade –We are working with the Department of Public Works on the lighting upgrade. This is a no cost upgrade and we have been approved for that.

HVAC Capital Project – This project has been closed out.

Paving Project – Jacob Engineering Consulting is putting together a design and estimating the project. We are expecting that information to come in next week.

Infrastructure Project – Status has not changed.

LEDU 3<sup>rd</sup> Floor Project – Status has not changed.

**\*RESIDENT/STAFF MATTERS:**

NHVH has been put on full outbreak status.

There are eight residents and fifteen staff with Covid. We will conduct COVID testing twice per week until further notice. We will continue to follow PPE procedures for goggles and mask use.

NHVH will be holding a Covid Booster clinic for staff and residents on February 1, 2023.

Our dietary staff level is still low. Volunteers have been helping, we have had some new hires that will be joining our team. We continue to recruit for dietary staff using multiple outlets.

The heat in the main dining room was turned up for the residents to help them from being cold, regarding Elaine Baker's request from last month.

**\*BOARD MEMBERSHIP:**

Robert Guldner's (Disabled American Veterans) term is up on March 1, 2023. He is proceeding with re-appointment.

**\*OTHER BUSINESS:**

COVID-19 as of January 20, 2023:

Residents: Active – 8

Staff: Active – 15

**\*UPCOMING EVENTS:**

*Wednesday January 4 – Music w/ Clandestine Jazz Collection – TH*

*Wednesday January 4 – Bowling Trip*

*Saturday January 7 – American Legion Post Holiday Party – TH*

*Saturday January 7 – Music w/ Marlina Phillips – TH*

*Monday January 9 – Music w/ Eastern Sound Band – TH*

*Tuesday January 10 – Smitty's Movie Trip*

*Friday January 13 - Music w/ Denise & Randy Filiger – TH*

*Sunday January 15 – Beatles Tribute Trip*

*Monday January 16 – Civil Rights Day*

*Tuesday January 17 – NHVH Annual Day of Remembrance TH*

*Wednesday January 18 - Music w/ Marlina Phillips – TH*

*Saturday January 21 – Guys and Dolls Trip*

*Wednesday January 25 – Music w/ Jim Tyrell – TH*

*Wednesday January 25 – Tilton School Ice Hockey Game Trip*

*Monday January 30 – Music w/ Gardner Berry – TH*

**\*DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, February 13, 2023 at 9:00 a.m. in the Tarr South Conference Room.

**\*ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Robert Blais to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:30 a.m.