



Kimberly M. MacKay
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BOARD OF MANAGERS MEETING MINUTES

November 20, 2023

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); Raymond Goulet Jr. (Vietnam Veterans of America); Elaine Baker (Female Resident); Allan Bailey (Male Resident); Kimberly MacKay (Commandant); Richard Borrazas (Disabled American Veterans, Commander); Denis Querrard (Veterans of Foreign Wars State Commander); Leo Paquin (American Legion Department Commander).

EXCUSED: William Gaudreau (Dept. of Military Affairs & Veteran Services); Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran).

GUESTS: Michelene Robichaud (Assistant to the Commandant); Brian Baker (NHVH COO); Jen Doig (NHVH CFO); Sarah Stanley (NHVH Public Information Officer); Allison Parent (NHVH Administrator III Quality, Policy & Resident Services); Jorg Dreusicke, Guest.

***CALL TO ORDER BY CHAIRMAN:**

The November 20, 2023, Board of Managers Meeting was called to order at 9:02 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees presents were led in prayer by Robert Blais, Chaplain for the Board of Managers, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – October 16, 2023:**

The Minutes of the Board of Managers Meeting from October 16, 2023 were reviewed, and discussed. Motion was made by Raymond Goulet, Jr., seconded by Richard Borrazas to accept the minutes. Minutes accepted by the Board. There were no changes. Motion carried unanimously. The minutes will be placed on file.

***COMMUNICATIONS:**

Commandant MacKay reviewed the potential dates for 2024 Board meetings. All dates were agreed upon by the Board.

2024 Board of Managers Meeting Dates will be as follows:

January 22 nd	July 15 th
February 26 th	August 19 th
March 18 th	September 16 th
April 15 th	October 21 st
May 20 th	November 18 th
June 17 th	December 16 th

NHVH New Addition – Commandant MacKay shared a draft design layout of the project with the Board members for their review and discussion.

Commandant MacKay reported that we have no residents with Covid and 1 staff the tested positive this week. Most veterans have received their Covid booster.

Residents have already received their flu vaccines, and we are working on the RSV vaccine with eligible veterans.

Commandant MacKay informed the Board we would like to re-submit our Annual Report due to the fact the financial numbers were incorrect. We do not want to misrepresent our financial information.

Motion made by Raymond Goulet, Jr, seconded by Robert Blais to resubmit the annual report to the G&C for approval. Resubmit the corrected Annual Report accepted by the Board. Motion carried unanimously.

X P. Lloyd; X R. Guldner; X R. Blais; X M. Dreusicke; X R. Goulet
X E. Baker; X A. Bailey; X R. Borrazas; X D. Querrard; X L. Paquin

***CENSUS UPDATE:**

Census/Admissions – As of November 20, 2023, we have 128 veterans in the Home.

Our current wait list is as follows:

- 37 – Application Pool in Process
- 23 – Wait List
- 3 – Pending Admission from Wait List

***QUALITY ASSURANCE REPORT: – Quarterly Report (7-1-23 – 10-30-23)**

Allison Parent reviewed and discussed the Quality Assurance quarterly report with the Board.

***BUDGET UPDATE:**

Jen Doig reviewed the FY23 Financial Summaries of the New Hampshire Veterans Home as of October 31, 2023 (Appendix C) with the Board.

***CAPITAL PROJECTS REPORT:**

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

- **Tarr North Drain Problem** – We found out that the problem is much bigger than we thought. The entire floor in the tub room needs to be taken up. A new change order proposal will be submitted today. Once received, we will decide if the project needs to go back out to bid.
- **Eversource Lighting Project** – We are waiting for their G&C submittal approval date in December. They are still planning to move forward with the project.
- **Door Overhangs and Site Drainage Project** – We are working on the Public Works submittals so we can move forward.
- **Diversion Door Project** – The units upstairs have been completed. They are waiting on some custom cut plexiglass to preserve the decals. We will set-up a date and time for the members that raised the moneys for this project to come in and see them.

Bryan asked the Board if they would like the original NHVH 1890 logbooks and other historical journals to be submitted to the state of NH archives to be protected for us. He has inquired if there is a fee incurred with this process. The Board agreed that they should be preserved and protected with the state archives. The NH archives will provide a digital copy of all items submitted.

***RESIDENT / STAFF MATTERS:**

None to report currently.

***BOARD MEMBERSHIP:**

None to report currently.

***OTHER BUSINESS:**

Commandant MacKay thanked all the VSOs for their support for sponsoring the veterans for Christmas this year.

***MONTHLY EVENTS:**

Wednesday November 1 – NHVH Staff Pizza Party – Sponsored by AL Post 43, Manchester
Wednesday November 1 – Music w/ Stan Jr. – TH
Friday November 3 – NHVH Resident Art Show – TH
Saturday November 4 – Music w/ Ben Harris – TH
Monday November 6 – Music w/ Bob McCarthy – TH
Tuesday November 7 – Music w/ Phil Breton – TDR
Wednesday November 8 – Music w/ Marlena Phillips – TH
Wednesday November 8 – Franklin Rotary Luncheon – TH
Thursday November 9 – Laconia Rotary & Belknap Mill Art Show Trip
Friday November 10 – Veterans Day Ceremony – TH
Friday November 10 – Army Band Concert Trip
Saturday November 11 – Music w/ Stan Jr. – TH
Saturday November 11 – Veterans Day Parade in Manchester Trip
Sunday November 12 – Funspot Bingo Trip
Monday November 13 – Music w/ Gary Brunt – TH
Wednesday November 15 Music w/ Gardner Berry – TH
Thursday November 16 – Mamma Mia the Musical Trip
Friday November 17 – Music w/ Mark Shelton – TH
Tuesday November 21 - Music w/ Phil Breton – WDR
Wednesday November 22 - Music w/ Jackie-Lee – LEDU
Thursday November 23 – Thanksgiving Day
Friday November 24 – Music w/ Denice & Randy Filliger – TH
Saturday November 25 – Music w/ Dave Durkee – TH
Wednesday November 29 – Scenic Drive Trip
Thursday November 30 – Wal-Mart Trip

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, December 18, 2023, at 9:00 a.m. in the NHVH Town Hall.

***ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Robert Blais to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:51 a.m.