

Family Council Minutes (Sample)

Date: 01/32/2006

Time: 6:30 PM

Place: LL Activity Room

Meeting Led By: V. White

Attendance: 7

Main Topics Discussed:

- ? Introduction of Mr. Social, new social services director
- ? Charge nurses are located on each floor, supervise those CNAs. Individual, immediate concerns should be directed to them
 - ? 1st floor Amy
 - ? 2nd floor Bessie
 - ? 3rd floor Carol
 - ? 4th floor DeeDee
- ? Vision statement for family council to be developed by council secretary
- ? Staff invitations to meetings should go through Ms. Administrator
- ? Why aren't front doors handicap accessible?
 - ? City Building code doesn't permit them (administrator)
- ? Citizenship documents now required
 - ? see Admissions about required documentation
 - ? can be cut from Medicaid program

Staff Present:

- ? Ms. Administrator (Administrator)
- ? Mr. Social (social services)

Minutes Recorded By: Bill C.

Next Meeting: Tuesday, February 30, 2006, 6:30 PM, LL Activities Room

Family Council Minutes (Sample)

Date: 06/32/2006

Time: 11:00 AM

Place: Conference Room

Meeting Led By: Yourstru Lee

Attendance: 13

Main Topics Discussed:

? Volunteers

- Local students come and go
- Does not have contact with local churches
- Open to supporting more volunteers

? Projected Activities for Volunteers

- Computer teachers
- Spanish classes
- International Night

? What do volunteers do?

- Attend orientation, sign agreement to activities

Motions made and results of votes:

- ? Plan an International Night for residents, invite the community to attend

Guest Speaker: HG Fines, Activities Director

Task Assignment: (who & what):

Staff Present:

- ? Mr. Fines (activities)

Minutes Recorded By: Mi Self

Next Meeting: Saturday, July 33, 2006, 11:00 AM, 1st floor conference room