

NEW JERSEY FIREMEN'S HOME

BOARD OF MANAGERS

FULL BOARD MEETING

JANUARY 09, 2016

Call to Order:

A meeting of the Full Board of managers was held on Saturday, January 09, 2016. The meeting was called to order at 10:00 a.m. by Chairman Cassmiro DeLeurentis.

Managers Present:

See attached
Mr. Ward swore in Manager, James A. Matthews of Cape May County.

Communications:

None to come before us.

Officers Reports:

Secretary Strube's report attached, Treasurer DeDreu's report attached, Superintendent Flood thanked the members of the Board who gave the Guests Christmas parties and presents. Again, this year we had zero deficiencies. The surveyors were here for five days versing the normal three. We should all be very proud.

Committee Reports:

Buildings and Grounds: Mr. Valse, the electrical work in the administration building is about 70 percent done. The new ventilation fan is in for the Klondike Room. The roof warranty is up this April.

Applications: Mr. Voorhees, no applications to review today. The census as of January 1st is 9 Guests in Residential Care, 67 Guests in Long-Term Care with three people on the waiting list.

Employees: Mr. Frato, we are going to review the Employees Manual. Some of the things we are going to look at are family leave, part-time status, medical leave, Obama Care and how everything goes.

Finance and Budget: Mr. Silvestri, the revenue and expense sheets dated July 01, 2015 through December 31, 2015 proved to be in order and complete. Our Budget 2016/2017 is currently on the Governor's desk waiting for his signature.

Insurance: Mr. Strube, we currently have one claim that we are reviewing.

Legislature: Mr. Lugossy, two Bills passed and were signed into Law by the Governor, Chapter 146, requires installation of carbon monoxide detectors in certain structures and Chapter 156 upgrades. The crime of false public alarms under certain circumstances.

By-Laws: Mr. Lugossy, nothing to report.

Ethics and Code of Conduct: Mr. Sutphen, Progress

Museum: Mr. Denny, we have acquired a very nice collection of foreign fire helmets. Looking for ideas on where to display them.

Inspections: Mr. Loftus, the Home looks pretty good.

Special Committees: Golf, Mr. Valse, flyers are in everybody's mailbox. Lets solicit funds. I hope we do better this year.

State Firemen's Association: Mr. Heflich, complimented Home on no deficiencies.

Public Relations: Mr. Dutch, working doing a new virtual tour. This one is going to be done in the Spring.

Motions and Resolutions: Mr. Strube, Resolution No.2-2016, Resolution approving extension of the Contract for the Superintendent to August of 2018 Passed.

New Business: None

Unfinished Business: Mr. Heflich needs 21 more Handbooks, received same. Mr. DeLaurentis, a special Full Board Meeting will be held on February 06th at 10:00 a.m., to resolve two matters. Motion to hire special counsel on the matter of Mr. Heflich.
14 For 6 Against

Payment of Bills: \$ 343,525.23 21 for 0 against

Public Session: Konnie Mellert, Executive Committeeman from Warren County **thanked** all the staff and the Board for all they do for the Guests.

Solicitor's Report: Discussed the continuing issue with Rockaway Valley Regional Sewage Authority. Still having issues with what they want.

Good and Welfare: Mr. Greci, H. Lee Baker gave us a check from his Fire Company Chemical Engine Co. No. 1 for five hundred dollars to Sponsor the **"hole in one"** at the golf outing.

Adjournment: The meeting adjourned at 10:55 a.m.

Harry T. Strube
Harry T. Strube, Secretary
New Jersey Firemen's Home

02-13-16
Date of Approval

JANUARY 09, 2016

REPORT OF THE SECRETARY OF THE BOARD OF MANAGERS

MADE: Copies of the December 12, 2015 minutes of the Executive Board meeting and mailed same to all who are to receive them.

NOTICES: To the Full Board of Managers for their meeting to be held on January 09, 2016 at the Firemen's Home starting at 10:00 a.m.

To the Application Committee for their meeting on January 05, 2016 at the Firemen's Home starting at 10:00 a.m.

To the Buildings and Grounds Committee for a meeting January 06, 2016 at the Firemen's Home starting at 10:00 a.m.

To the Audit and Finance Committee for their meeting on January 08, 2016 at the Firemen's Home starting at 9:00 a.m.

To the Buildings and Grounds Inspection Committee for January.

MISC.: Mailed to Manager's the itineary for January meeting

Met with Mr. Ward, Esq.

Sent Sympathy Card to Mr. Hodierne.

Sent Get Well card to Mrs. Delaurentis, Jr.

HANDLED: All necessary communications and phone calls.

Respectfully submitted,

Harry T. Strube
Secretary

Good morning everyone,

Happy New Year, I would like to let all members know that our budget is on the Governor's desk awaiting his return from the campaign trail to sign it. All questions have been answered and all parties are satisfied with the replies that had been given. The current year budget is on line with our prediction and we will continue to monitor as the year goes on.

As usual I thank all who have help my staff and myself and this concludes my report for this month.

Thank you

A handwritten signature in blue ink, appearing to read "Henry De Bruijn". The signature is fluid and cursive, with a long horizontal stroke at the end.

NEW JERSEY'S FIREMENS HOME
2015-2016 Budget Report
Combined Statement of Revenues and Expenses
July 1, 2015 - Dec 31, 2015

DESCRIPTION OF REVENUES	Current Month Budget -		Actual	Balances		Year to Date Budget- Approp.	Year to Date Actual	Balances
	Approp.	Approp.		Over or <Under>	Over or <Under>			
Revenues								
NJFA-(Title 54.18-8)	\$ 691,776.67	\$ 691,776.67	\$ -	\$ -	\$ -	\$ 88,301,320.00	\$ 88,301,320.00	\$ -
Operating Fund Surplus Appor.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ 0.00	\$ -
Resolution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ 0.00	\$ -
Room & Board	\$ 50,150.00	\$ 62,360.55	\$ 12,210.55	\$ -	\$ -	\$ 601,800.00	\$ 365,970.68	\$ (235,829.32)
Contributions	\$ 416.67	\$ -	\$ (416.67)	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
General Interest	\$ 3,833.33	\$ 3,138.66	\$ (694.67)	\$ -	\$ -	\$ 46,000.00	\$ 24,202.56	\$ (21,797.44)
Medical Interest	\$ 500.00	\$ 163.63	\$ (336.37)	\$ -	\$ -	\$ 6,000.00	\$ 998.13	\$ (5,001.87)
Craft, Sales & Rental	\$ -	\$ 700.00	\$ 700.00	\$ -	\$ -	\$ 0.00	\$ 4,414.00	\$ 4,414.00
Dedicated Contributions	\$ 3,333.33	\$ 4,452.00	\$ 1,118.67	\$ -	\$ -	\$ 40,000.00	\$ 18,702.00	\$ (21,298.00)
Total Revenues	\$ 750,010.00	\$ 762,591.51	\$ 12,581.51	\$ -	\$ -	\$ 9,000,120.00	\$ 8,720,607.37	\$ (279,512.63)
DESCRIPTION OF EXPENDITURES								
Expenses								
Salaries-Administration	\$ 33,333.33	\$ 42,564.36	\$ (9,231.03)	\$ -	\$ -	\$ 400,000.00	\$ 186,723.85	\$ 213,276.15
Salaries-Maintenance	\$ 25,000.00	\$ 36,945.33	\$ (11,945.33)	\$ -	\$ -	\$ 300,000.00	\$ 168,614.16	\$ 131,385.84
Salaries-Medical and Patient	\$ 250,000.00	\$ 328,611.69	\$ (78,611.69)	\$ -	\$ -	\$ 3,000,000.00	\$ 1,543,281.40	\$ 1,456,718.60
Salaries Summary	\$ 308,333.33	\$ 408,121.38	\$ (99,788.05)	\$ -	\$ -	\$ 3,700,000.00	\$ 1,898,619.41	\$ 1,801,380.59
FICA Expense	\$ 23,583.33	\$ 30,183.72	\$ (6,600.39)	\$ -	\$ -	\$ 283,000.00	\$ 140,224.72	\$ 142,775.28
Sun/Disability	\$ 7,083.33	\$ 4,360.35	\$ 2,722.98	\$ -	\$ -	\$ 85,000.00	\$ 25,798.10	\$ 59,201.90
Pension	\$ 57,916.67	\$ (16,219.65)	\$ 74,136.32	\$ -	\$ -	\$ 695,000.00	\$ 34,370.39	\$ 660,629.61
Employee Benefits - Health	\$ 56,250.00	\$ 51,044.55	\$ 5,205.45	\$ -	\$ -	\$ 675,000.00	\$ 326,897.62	\$ 348,102.38
Employee Benefits Summary	\$ 144,833.33	\$ 69,368.97	\$ 75,464.36	\$ -	\$ -	\$ 1,738,000.00	\$ 527,290.83	\$ 1,210,709.17
Office Supplies	\$ 2,500.00	\$ 3,575.11	\$ (1,075.11)	\$ -	\$ -	\$ 30,000.00	\$ 17,253.96	\$ 12,746.04
Vehicle	\$ 833.33	\$ 71.09	\$ 762.24	\$ -	\$ -	\$ 10,000.00	\$ 845.85	\$ 9,154.15
Medical Rehab Supplies	\$ 22,500.00	\$ 31,510.59	\$ (9,010.59)	\$ -	\$ -	\$ 270,000.00	\$ 145,219.45	\$ 124,780.55
Household & Clothing	\$ 4,583.33	\$ 5,211.13	\$ (627.80)	\$ -	\$ -	\$ 55,000.00	\$ 33,163.86	\$ 21,836.14
Fuel & Light	\$ 17,916.67	\$ 12,205.44	\$ 5,711.23	\$ -	\$ -	\$ 215,000.00	\$ 96,399.86	\$ 118,600.14
Dedicated Contributions Supplies	\$ 1,666.67	\$ 1,505.75	\$ 160.92	\$ -	\$ -	\$ 20,000.00	\$ 9,500.72	\$ 10,499.28
Materials & Supplies Summary	\$ 50,000.00	\$ 54,079.11	\$ (4,079.11)	\$ -	\$ -	\$ 600,000.00	\$ 302,383.70	\$ 297,616.30

NEW JERSEY'S FIREMENS HOME
 2015-2016 Budget Report
 Combined Statement of Revenues and Expenses
 July 1, 2015 - Dec 31, 2015

DESCRIPTION OF EXPENSES	Est Current Month Budget-Approp.	Actual	Balances <Over> or Under	Year to Date Budget- Approp.	Year to Date Actual	Balances <Over> Under
Managers Travel	\$ 10,000.00	\$ 139.88	\$ 9,860.12	\$ 120,000.00	\$ 80,556.17	\$ 39,443.83
Telephone Services	\$ 2,500.00	\$ 2,644.69	\$ (144.69)	\$ 30,000.00	\$ 14,283.81	\$ 15,716.19
Postage	\$ 416.67	\$ 207.00	\$ 209.67	\$ 5,000.00	\$ 2,308.90	\$ 2,691.10
Insurances	\$ 23,500.00	\$ 15,929.78	\$ 7,570.22	\$ 282,000.00	\$ 179,978.98	\$ 102,021.02
Household & Security Services	\$ 4,833.33	\$ 2,537.26	\$ 2,296.07	\$ 58,000.00	\$ 27,207.80	\$ 30,792.20
Other Professional Services	\$ 1,250.00	\$ 8,453.62	\$ (7,203.62)	\$ 15,000.00	\$ 55,773.30	\$ (40,773.30)
Professional Services-Housekeeping	\$ 36,250.00	\$ 34,192.97	\$ 2,057.03	\$ 435,000.00	\$ 192,259.44	\$ 242,740.56
Professional Services - Acctg	\$ 2,750.00	\$ 687.80	\$ 2,062.20	\$ 33,000.00	\$ 42,140.05	\$ (9,140.05)
Professional Services - Legal	\$ 416.67	\$ -	\$ 416.67	\$ 5,000.00	\$ 12,341.10	\$ (7,341.10)
Professional Services - Actuarial	\$ 583.33	\$ -	\$ 583.33	\$ 7,000.00	\$ 7,000.00	\$ -
Professional Services - Medical	\$ 11,250.00	\$ 10,068.90	\$ 1,181.10	\$ 135,000.00	\$ 51,669.53	\$ 83,330.47
Professional Services-Food Service	\$ 77,500.00	\$ 71,076.20	\$ 6,423.80	\$ 930,000.00	\$ 436,246.28	\$ 493,753.72
Staff Training & Travel	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 12,000.00	\$ 2,025.00	\$ 9,975.00
Stenographer	\$ 416.67	\$ 987.50	\$ (570.83)	\$ 5,000.00	\$ 4,504.25	\$ 495.75
Other Services Summary	\$ 172,666.67	\$ 146,925.60	\$ 25,741.07	\$ 2,072,000.00	\$ 1,108,294.61	\$ 963,705.39
Maint Bldg. & Grounds	\$ 11,666.67	\$ 11,294.40	\$ 372.27	\$ 140,000.00	\$ 71,052.39	\$ 68,947.61
Maint Equipment	\$ 2,083.33	\$ 834.73	\$ 1,248.60	\$ 25,000.00	\$ 15,808.38	\$ 9,191.62
Maint Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Maint & Repair Summary	\$ 13,750.00	\$ 12,129.13	\$ 1,620.87	\$ 165,000.00	\$ 86,860.77	\$ 78,139.23
Improvements Site	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Improvements Bldg.	\$ 38,466.67	\$ -	\$ 38,466.67	\$ 461,600.00	\$ 0.00	\$ 461,600.00
Improvements -Equip.	\$ 21,960.00	\$ -	\$ 21,960.00	\$ 263,520.00	\$ 74,919.97	\$ 188,600.03
Improv-Decd.Cont Equip	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Capital-Bldg.Add.-New Bldg.(As per Title 54.18-8)	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Summary	\$ 60,426.67	\$ -	\$ 60,426.67	\$ 725,120.00	\$ 74,919.97	\$ 650,200.03
Transfers to Medical Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Property Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 750,010.00	\$ 690,624.19	\$ 59,385.81	\$ 9,000,120.00	\$ 3,998,369.29	\$ 5,001,750.71
Net Balances Of						
Revenue & Expenses	\$ -	\$ 71,967.32	\$ 71,967.32	\$ -	\$ 4,722,238.08	\$ 4,722,238.08

NEW JERSEY FIREMEN'S HOME MEMO

To: NJFH Board Managers

Date: January 1st, 2016

From: Hugh E. Flood, CFO
Superintendent

Re: MONTHLY SHORT SUMMARY AS OF: December 31st, 2015
Please use the following information as needed at your local meetings.

Guest Info:

Admits: 2 Mr. Hermann Alstede (Morris County)

Mr. Robert Pringle (Passaic County)

Discharges: 0

Deaths: 1 Mr. Sydney Feld (Ocean County)

Census:

Long Term Care: 67
Residential: 9
Total: 76

Atlantic: 0
Bergen: 13
Burlington: 1
Camden: 1
Cape May: 0
Cumberland: 0
Essex: 7

Gloucester: 0
Hudson: 6
Hunterdon: 1
Mercer: 1
Middlesex: 3
Monmouth: 4
Morris: 19

Ocean: 2
Passaic: 6
Salem: 0
Somerset: 3
Sussex: 1
Union: 6
Warren: 2

Donations made in December \$4,452.00

Audit and Finance Committee

January 8, 2016

The Audit and Finance Committee held its monthly meeting at the Home on Friday, January 8, 2016. Attending this meeting were Mr. DeLaurentis, Mr. Strube, Mr. Dedreu, Mr. Sanders, Mr. Silvestri and Mr. Flood. Mr. Lugossy was excused.

The Revenue and Expense Sheet dated July 1, 2015 through December 31, 2015 proved to be in order.

Our Budget 2016/2017 is currently on the Governor's desk awaiting his signature.

The next meeting of the Finance Committee will be on Wednesday, February 10, 2016 at 9:30 am.

Respectfully submitted,

Ken Silverstri
Chairman
Audit and Finance Committee

THE VOUCHERS FROM DECEMBER 12, 2015 THROUGH
JANUARY 9, 2016 WERE REVIEWED BY ME IN COMPLIANCE
WITH SECTION 2, ARTICLE 5 OF THE BY-LAWS FOR THE NEW
JERSEY FIREMEN'S HOME. THE TOTAL BILLS FOR THIS PERIOD
AMOUNTED TO \$343,525.23.

