

NEW JERSEY FIREMEN'S HOME

EXECUTIVE BOARD MEETING

JUNE 11, 2016

- Call to Order:** A meeting of the Executive Board was held on June 11, 2016. The meeting was called to order at 9:30 a.m. by Chairman Dutch.
- Roll Call:** See attached.
- Communications:** None to come before us.
- Officers Reports:** Secretary Strube; Report attached, Treasurer DeDreu; Report attached, Superintendent Flood; In this month's **New Jersey Fire** magazine there's two articles pertaining to the Home. We are noticing an increase in Guest's families attending our barbecues. Report attached.
- Committee Reports:**
- Buildings and Grounds:** Mr. Murray the generator has been ordered. The Bilco doors down in the back are going to be replaced with wood doors. The Klondike Room, we're still waiting on some of the materials
- Applications:** Mr. Voorhees; Report attached.
- Employees:** Mr. Sanders; Report attached.
- Finance and Budget:** Mr. DeDreu; Report attached.
- Insurance:** Mr. Strube; Nothing to report.
- Legislature:** Mr. Voorhees; Nothing to report.
- By-Laws:** Mr. Murray; Progress

Ethics and Code of Conduct: Mr. Sutphen; No report.

Museum: Mr. Murray; Looking at a 1934 American La France fire truck for the Museum.

Inspections: Mr. Sutphen; Everything looks in very good shape.

Public Relations: Mr. Dutch; Going to redo the Virtual Tour. Looking into a QR Reader.

Special Committees:

Golf: Mr. Flood; Progress.

Unfinished Business: None

New Business: None

Payment of Bills: \$ 315,901.46 7 for 0 against

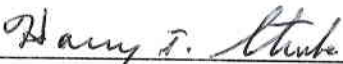
Motions and Resolutions: None

Public Session: None

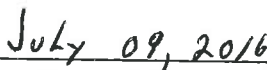
Executive Session: None

Goof And Welfare: Counsel Ward; Will be sending out a updated Employees Manual to review. Hope to vote on it at the July meeting.

Adjournment: The meeting was adjourned at 9:46 a.m.



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



Date of Approval

JUNE 11, 2016

REPORT OF THE SECRETARY OF THE BOARD OF MANAGERS

MADE: Copies of the May 14, 2016 minutes of the Executive Board meeting and mailed same to all who are to receive them.

NOTICES: To the Executive Board for their meeting to be held on June 11, 2016 at the Firemen's Home starting at 9:30 a.m.

To the Audit and Finance Committee for their meeting to be held on June 07, 2016 at the Firemen's Home starting at 9:30 a.m.

To the Application Committee for their meeting on June 08, 2016 at the Firemen's Home starting at 9:00 a.m. .

To the Buildings and Grounds Committee for their meeting to be held on June 08, 2016 at the Firemen's Home starting at 10:00 a.m.

To the Public Relations Committee for a meeting on June 08, 2016 To be held at the Firemen's Home starting at 11:00 a.m.

To the Buildings and Grounds Inspection Committee for June.

MISC.: Started working on our 2015 -2016 Annual Report.

Get Well card to Mrs. Loftus.

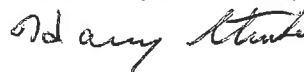
Met with Mr. Ward, Esq.

Looked up information on a past Guest for the family.

Reviewing old files.

HANDLED: All necessary communications and phone calls.

Respectfully submitted,



Harry T. Strube
Secretary

6/16/16

Good Morning Ladies and Gentlemen,
We are wrapping up our accounting year and we will be in a solid financial position for this year end. Any balances left over will be used to pay for several projects which have not been completed for this year's budget. We will make adjustments at the time the project is done in order to cover these preapproved expense.

We will be preparing for our annual audit and we have a preliminary budget for 2017-2018.

I would like to wish everyone a Happy
FATHER'S DAY AND THIS WILL CONCLUDE
MY REPORT FOR THIS MONTH



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

DESCRIPTION OF REVENUES	Current Month Budget -		Actual	Balances		Year to Date Budget- Approp.	Year to Date Actual	Balances
	Approp.	Actual		Over or <Under>	Over or <Under>			
Revenues								
NJFA-(Title 54,18-8)	\$ 691,776.67	\$ 691,776.67	\$ -	\$ -	\$ -	\$8,301,320.00	\$ -	\$ -
Operating Fund Surplus Appor.	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$ -	\$ -
Resolution	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$ -	\$ -
Room & Board	\$ 50,150.00	\$ 60,797.26	\$ 10,647.26	\$ -	\$ -	\$601,800.00	\$ 670,168.89	\$ 68,368.89
Contributions	\$ 416.67	\$ -	\$ (416.67)	\$ -	\$ -	\$5,000.00	\$ -	\$ -
General Interest	\$ 3,833.33	\$ 4,634.27	\$ 800.94	\$ -	\$ -	\$46,000.00	\$39,241.41	\$ (6,758.59)
Medical Interest	\$ 500.00	\$ 163.63	\$ (336.37)	\$ -	\$ -	\$6,000.00	\$1,827.17	\$ (4,172.83)
Craft Sales & Rental	\$ -	\$ 750.00	\$ 750.00	\$ -	\$ -	\$0.00	\$8,093.00	\$ 8,093.00
Dedicated Contributions	\$ 3,333.33	\$ 4,215.00	\$ 881.67	\$ -	\$ -	\$40,000.00	\$44,141.69	\$ 4,141.69
Total Revenues	\$ 750,010.00	\$ 762,336.83	\$ 12,326.83	\$ -	\$ -	\$9,000,120.00	\$9,069,792.16	\$ 69,672.16
	Est. Current Month	Budget-Approp.	Actual	Balances	<Over> or Under	Year to Date Budget- Approp.	Year to Date Actual	Balances
DESCRIPTION OF EXPENDITURES				<Over> or Under				<Over> or Under
Expenses								
Salaries-Administration	\$ 33,333.33	\$ 26,273.40	\$ 7,059.93	\$ -	\$ -	\$ 400,000.00	\$321,231.99	\$ 78,768.01
Salaries-Maintenance	\$ 25,000.00	\$ 23,361.52	\$ 1,638.48	\$ -	\$ -	\$ 300,000.00	\$288,136.67	\$ 11,863.33
Salaries-Medical and Patient	\$ 240,833.33	\$ 206,303.72	\$ 34,529.61	\$ -	\$ -	\$ 2,890,000.00	\$2,598,950.82	\$ 291,049.18
Salaries Summary	\$ 299,166.67	\$ 255,938.64	\$ 43,228.03	\$ -	\$ -	\$ 3,590,000.00	\$3,208,319.48	\$ 381,680.52
FICA Expense	\$ 23,583.33	\$ 18,982.41	\$ 4,600.92	\$ -	\$ -	\$ 283,000.00	\$237,153.07	\$ 45,846.93
Sun/Disability	\$ 7,083.33	\$ 6,299.71	\$ 783.62	\$ -	\$ -	\$ 85,000.00	\$59,940.14	\$ 25,059.86
Pension	\$ 57,916.67	\$ 239,590.97	\$ (181,674.30)	\$ -	\$ -	\$ 695,000.00	\$688,390.15	\$ 6,609.85
Employee Benefits - Health	\$ 58,333.33	\$ 61,632.29	\$ (3,298.96)	\$ -	\$ -	\$ 700,000.00	\$632,221.72	\$ 67,778.28
Employee Benefits Summary	\$ 146,916.67	\$ 326,505.38	\$ (179,588.71)	\$ -	\$ -	\$ 1,763,000.00	\$1,617,705.08	\$ 145,294.92
Office Supplies	\$ 2,833.33	\$ 2,003.74	\$ 829.59	\$ -	\$ -	\$ 34,000.00	\$29,055.45	\$ 4,944.55
Vehicle	\$ 500.00	\$ 72.45	\$ 427.55	\$ -	\$ -	\$ 6,000.00	\$1,578.84	\$ 4,421.16
Medical Rehab Supplies	\$ 23,750.00	\$ 25,918.42	\$ (2,168.42)	\$ -	\$ -	\$ 285,000.00	\$255,711.30	\$ 29,288.70
Household & Clothing	\$ 6,666.67	\$ 7,428.28	\$ (761.61)	\$ -	\$ -	\$ 80,000.00	\$68,314.46	\$ 11,685.54
Fuel & Light	\$ 17,916.67	\$ 20,469.91	\$ (2,553.24)	\$ -	\$ -	\$ 215,000.00	\$179,211.65	\$ 35,788.35
Dedicated Contributions Supplies	\$ 1,666.67	\$ 1,566.67	\$ 100.00	\$ -	\$ -	\$ 20,000.00	\$15,536.62	\$ 4,463.38
Materials & Supplies Summary	\$ 53,333.33	\$ 57,459.47	\$ (4,126.14)	\$ -	\$ -	\$ 640,000.00	\$549,408.32	\$ 90,591.68

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

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
Manager's Travel	\$ 11,500.00	\$ 533.52	\$ 10,966.48	\$ 138,000.00	\$ 132,662.81	\$ 5,337.19
Telephone Services	\$ 2,916.67	\$ 3,371.87	\$ (455.20)	\$ 35,000.00	\$ 28,008.30	\$ 6,991.70
Postage	\$ 416.67	\$ 1,000.00	\$ (583.33)	\$ 5,000.00	\$ 4,515.90	\$ 484.10
Insurances	\$ 22,250.00	\$ 14,870.48	\$ 7,379.52	\$ 267,000.00	\$ 254,386.48	\$ 12,613.52
Household & Security Services	\$ 5,666.67	\$ 7,361.48	\$ (1,894.81)	\$ 68,000.00	\$ 57,360.25	\$ 10,639.75
Other Professional Services	\$ 6,750.00	\$ 7,132.55	\$ (382.55)	\$ 81,000.00	\$ 68,953.55	\$ 12,046.45
Professional Services-Housekeeping	\$ 33,200.00	\$ 32,161.23	\$ 1,038.77	\$ 398,400.00	\$ 358,770.77	\$ 39,629.23
Professional Services - Actg	\$ 4,416.67	\$ 983.80	\$ 3,432.87	\$ 53,000.00	\$ 48,638.35	\$ 4,361.65
Professional Services - Legal	\$ 1,666.67	\$ 123.98	\$ 1,542.69	\$ 20,000.00	\$ 13,556.73	\$ 6,443.27
Professional Services - Actuarial	\$ 633.33	\$ -	\$ 633.33	\$ 7,600.00	\$ 7,580.00	\$ 20.00
Professional Services - Medical	\$ 11,250.00	\$ 8,863.69	\$ 2,386.31	\$ 135,000.00	\$ 103,131.19	\$ 31,868.81
Professional Services-Food Service	\$ 79,166.67	\$ 79,000.00	\$ 166.67	\$ 950,000.00	\$ 845,356.64	\$ 104,643.36
Staff Training & Travel	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 12,000.00	\$ 2,695.68	\$ 9,304.32
Stenographer	\$ 675.00	\$ -	\$ 675.00	\$ 8,100.00	\$ 7,005.75	\$ 1,094.25
Other Services Summary	\$ 181,508.33	\$ 155,602.60	\$ 25,905.73	\$ 2,178,100.00	\$ 1,932,622.40	\$ 245,477.60
Maint Bldg. & Grounds	\$ 12,241.67	\$ 9,542.40	\$ 2,699.27	\$ 146,900.00	\$ 129,001.29	\$ 17,898.71
Maint Equipment	\$ 2,250.00	\$ 1,602.12	\$ 647.88	\$ 27,000.00	\$ 25,916.71	\$ 1,083.29
Maint Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Maint & Repair Summary	\$ 14,491.67	\$ 11,144.52	\$ 3,347.15	\$ 173,900.00	\$ 154,918.00	\$ 18,982.00
Improvements Site	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Improvements Bldg.	\$ 38,466.67	\$ 50,214.08	\$ (11,747.41)	\$ 461,600.00	\$ 248,504.05	\$ 213,095.95
Improvements -Equip.	\$ 16,126.67	\$ 9,761.69	\$ 6,364.98	\$ 193,520.00	\$ 47,441.28	\$ 146,078.72
Improv-Ded.Cont.Equip	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Capital-Bldg.Add.-New Bldg.(As per Title 54.18-8)	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -
Summary	\$ 54,593.33	\$ 59,975.77	\$ (5,382.44)	\$ 655,120.00	\$ 295,945.33	\$ 359,174.67
Transfers to Medical Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Property Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 750,010.00	\$ 866,626.38	\$ (116,616.38)	\$ 9,000,120.00	\$ 7,758,918.61	\$ 1,241,201.39
Net Balances Of						
Revenue & Expenses	\$ -	\$ (104,289.55)	\$ (104,289.55)	\$ -	\$ 1,310,873.55	\$ 1,310,873.55

NEW JERSEY FIREMEN'S HOME MEMO

To: NJFH Board Managers

Date: June 1st, 2016

From: Hugh E. Flood, CFO
Superintendent

Re: MONTHLY SHORT SUMMARY AS OF: May 31st, 2016
Please use the following information as needed at your local meetings.

Guest Info:

Admits: 2 Mr. Russell Thomas, III (Camden County)
Mr. Lewis Rostron (Somerset County)

Discharges: 0

Deaths: 0

Census:

Long Term Care: 65
Residential: 9
Total: 74

Atlantic:	0	Gloucester:	0	Ocean:	2
Bergen:	13	Hudson:	5	Passaic:	5
Burlington:	1	Hunterdon:	0	Salem:	0
Camden:	2	Mercer:	1	Somerset:	4
Cape May:	0	Middlesex:	3	Sussex:	1
Cumberland:	0	Monmouth:	3	Union:	5
Essex:	9	Morris:	19	Warren:	1

Donations made during the month \$4,215.00

APPLICATIONS COMMITTEE REPORT

11JUN16

The Applications Committee held their meeting at the Home on 08JUN16 at 0900am.

Attending were: C. Voorhees, H.DeDrue, W. Hopson, & D. Loftus

Medical staff: D. Russo, U. Baumgartner

Guests: C. DeLaurentis & T. Murray

The committee reviewed three (3) applications for admission.

Application #1: Alan Nagle Vernon Township FD Sussex County Mgr. Frato
Recommend a yes vote.

Application #2: Charles Dimler North Arlington FD Bergen County Mgr. Loftus
Recommend a yes vote

Application #3: Richard McCormick Boonton FD Morris County Mgr. DeDrue
Recommend a yes vote

The monthly census report of 01JUN16 shows there are NINE (9) guests in residential care and SIXTY-FIVE (65) guests in long term care for a total of SEVENTY-FOUR (74) guests.

There is no waiting list.

The next meeting will be at the home on WED 06JUL16 at 0900AM.

Respectfully submitted

Charles F. Voorhees, Applications Chairman

856-691-5763

EMPLOYEES COMMITTEE REPORT

JUNE 11, 2016

**WAS DOWN TO THE HOME LAST WEEK AND SPOKE TO
SUPERINTENDENT HUGH FLOOD.**

**DISCUSSED SOME ISSUES, NOTHING PRESSING. EVERYTHING
SEEMS TO BE GOING GOOD.**

THANK YOU,

**TONY FRATO, SR.
CHAIRMAN**

Audit and Finance Committee

June 7, 2016

The Audit and Finance Committee held its monthly meeting at the Home on Tuesday, June 7, 2016. Attending this meeting were Mr. Strube, Mr. Dedreu, Mr. Sanders, Mr. Silvestri and Mr. Flood.

The vouchers from May 16, 2016 through June 8, 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 \$315,901.40.

The next meeting of the Finance Committee will be on Tuesday, July 5, 2016 at 9:30 am.

Respectfully submitted,

Ken Silverstri
Chairman
Audit and Finance Committee

