

Artesia Christian Home, Inc.
Board of Directors' Meeting – Agenda
Tuesday, July 28, 2026
4:00 PM

Via In Person & Teams

- I. Opening Prayer & Devotions- Robert Hultgrien
- II. Roll Call –Steve Ornee
- III. Minutes of June 23, 2026
- IV. Committee Reports
 - A. Finance Report- Pat Henry
 - B. Promotions Report- Robin Brouwer
- V. Executive Director Report
- VI. Old Business
- VII. New Business
 - A. Next MEETINGS
 - 1. No AUGUST MEETINGS
 - 2. September 9th, 2026 Promotions Committee- Noon via Teams
 - 3. September 15th, 2026 Volunteer Tea- 1:30 pm- ALF Dining Room
 - 4. September 22nd, 2026, Finance-3pm & Board-4 pm
- VIII. Closing Prayer – Robert Hultgrien

Artesia Christian Home, Inc.
Minutes from the Board of Directors' Meeting
4:00 PM, June 23, 2026 - ACH Conference Room, Artesia, California



I. Call to Order - by K. Solomon at 4:00 PM. R. Brouwer opened with prayer.

II. Roll Call - 12 Board Members: 9 present (7 needed for quorum)			Staff
✓ Robin Brouwer ('26)	✓ Steven Ornee ('27-2) - Sect.	✓ Terry Van Dyk ('28-2) - VP	✓ M. Robison
✓ T. Slegers ('27) - Treasurer	✓ Ken Solomon ('27-2) - Pres.	ⓘ S. Van Lant ('27-2) - Vice All	✓ P. Henry
✓ Bob Hultgrien ('26)	✓ Sharon Stephens ('28)	ⓘ Rob Verhoeven ('26)	C. Levi
✓ Rosie Verhoef ('26)	✓ Bob Struiksma ('27)	ⓘ Barbara Zondervan ('26)	A. Walsh
ⓘ = Informed absence * = Voting residential rep.		<i>Non-Voting Res. Rep.</i>	
✓ = Present (##-2) = last year of term/2nd consecutive term		Tom Tuning ('28) ✓	

III. Minutes Approval - Motion to approve the May 26, 2026, meeting minutes.
 Motion Passed

IV. Finance Committee Reports:Promotion Committee minutes from May 13, 2026 meeting submitted.

- A. Minutes from April 28th
- B. Minutes from May 26th
- C. 2027 Cost Increases: Rate 6%, Wages 3% **Motion Passed**

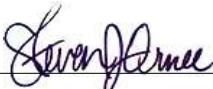
V. Executive Reports - oral summaries given, written reports submitted

- A. Financial Operations - P. Henry
- B. Executive Director- M. Robison
- C. Skilled Nursing
- D. Residential Services - A. Walsh
- E. Community Relations & Facilities - M. Robison

VI. Calendar

Promotions	Wednesday, Jul 8 th	Noon via Zoom
Finance / Board	Tuesday, Jul 28 th	3 PM / 4 PM

VII. At 4:43 PM a motion to adjourn passed and R. Brouwer closed with prayer.
 Motion Passed


 Steven Ornee, Secretary of the Board

Date of Approval

Artesia Christian Home, Inc.
Finance Committee Meeting Minutes
Tuesday, June 23, 2026

- I. Tim Slegers opened the meeting in prayer at 3:00 PM
- II. **Board Members present:** Tim Slegers, Ken Solomon, Terry Van Dyk
Staff present: Executive Director – Michelle Robison, Controller – Patricia Henry
Absent: Rob Verhoeven with notice
- III. Minutes from April 28, 2026, and May 26, 2026.were reviewed and approved.
- IV. NEW BUSINESS
 - A. A new controller has been hired and will begin mid-July.
- V. MONTHLY REPORTS for **April 2026** were distributed for review:
 - A. **Payroll Review:** Payroll reports for 4/10/2026 (5.74% OT & 5.74% Holiday OT) and for 4/24/2026 (6.86% OT & 6.86% Holiday OT).
 - B. **Reviewed report on Extraordinary Expenses for the months of April 2026.**
 - C. **Reviewed Census Days report for April 2026.**
 - D. **Operations Reports for April 2026 month-end were reviewed. The year to date totals are:**
 - 1. **Skilled Nursing April 2026 loss:** \$153,066; **FY 2026 loss:** \$1,238,200.
 - 2. **Assisted Living April 2026 income:** \$85,705; **FY 2026 gain:** \$415,124.
 - 3. **Independent Living April 2026 income:** \$27,142; **FY 2026 income:** \$191,311.
 - 4. **Memory Care April 2026 loss:** \$23,805; **FY 2026 loss:** \$91,237.
 - 5. **ACH Operations total: April 2026 loss:** \$19,19; **FY 2026 loss of:** \$410,061.
 - 6. **ACH Non-operating Summary:** For **April 2026** the total **Facility Non-Operating Loss** (including interest, dividend income, donations, grant income and depreciation) was \$19,319; **FY 2026 Non-Operating Gain of:** \$216,607.
 - 7. **ACH total: April 2026 reported loss** of \$32,393; **FY 2026 Loss of:** \$193,453.
 - E. **Balance Sheet for 4-30-2026** total assets (and liabilities and equity) of \$16,055,237
 - F. **Accounts Receivable** – Balance due as of **4-30-2026** was \$378,028.
 - G. **Accounts Receivable Aging Report** reviewed accounts over 30 days past due for April 2026.
 - H. **Summary of Cash & Investments** as of **4-30-2026** was \$5,853,747.
 - I. **Investment Summary** showed a return of -1.06% through 3-31-2026.
- VI. The proposed Fiscal Year 2027 Budget was reviewed, and a motion to approve the budget with a 6% rate increase and a 3% wage increase was made, supported and carried. This will go before the full Board for final approval.
- VII. **Adjournment** – The meeting was adjourned at 3:30 PM. Next Meeting July 28, 2026 @3:00 PM.

Respectfully submitted by Ken Solomon

ACH Promotions Committee Meeting, June 10, 2026

In attendance: Kristin Cramer, Eden Escobedo, Robin Brouwer, Barb Zondervan, Sharon Stephens, and Michelle Robison. Absent: Sandy Van Lant and Bob Hultgrien

Opening Prayer: Robin Brouwer

Approval of Minutes from May 13, 2026 – approved

Google Ads:

Google searches: 3,498 views, 193 clicks (click-through rate of 5.52%), 14 conversions, 45 calls.

Census: **Memory care - 26** (2 shared room w/female bed open; both spoken for); **Skilled Nursing – 56;** **Independent Living – Full;** **Asst. Living – 52** (6 North studios, 2 North 1-bedroom, and 2 South 1-bedroom available).

NEW BUSINESS:

- Hosted the second Cerritos Chamber “Jeans & Java” event on May 29. Next event will be on June 26 from 8 a.m. to 9 a.m. in the AL Living Room. Board members encouraged to attend.
- CareMore Health Fair - Kristin and Eden manned a booth with custom-labeled juice drinks. Spoke with 50-60 people.
- New Life Senior Group speaking engagement postponed until September..
- Right at Home Senior Fraud Prevention seminar had ~30 attendees, some from the community.
- “Tasting Kitchen” event held June 9.
- Hydration seminar on June 24 - community invited.
- Hosting a Confusion to Clarity Estate Planning seminar on July 9
- Volunteer High Tea - Sept. 15
- Working on finalizing plans for the Fall Festival & Open House on Oct. 29 - 10 a.m. - Noon for residents followed by Open House from 1 - 3 p.m. Activities team making plans for festival. Robin will get info on animals for possible petting zoo.
- Also finalizing plans for the Annual Dinner/Meeting on Nov. 5

Calendar:

- **Jeans & Java:** June 26 at 8 a.m.
- **Confusion to Clarity Estate Planning Seminar:** July 9 (doors open at 5:15 p.m.)
- **Volunteer High Tea:** Sept. 15
- **Fall Festival & Open House:** Oct. 29
- **Annual Dinner/Board Meeting:** Nov. 5

Meeting Adjourned early due to technical difficulties with Teams.

Artesia Christian Home, Inc.
Actual vs Budget Statement of Operations - Summary
May 31, 2026

	Current Actual	Current Budget	Variance	YTD Actual	YTD Budget	Variance
Operating Revenue						
Medicare A	151,402.84	126,905.08	24,497.76	660,014.31	1,015,240.64	(355,226.33)
Medicare B	1,222.98	0.00	1,222.98	15,267.45	0.00	15,267.45
MediCal	296,061.54	364,021.50	(67,959.96)	2,596,839.32	2,912,172.00	(315,332.68)
Commercial Insurance	116,135.05	83,845.33	32,289.72	531,323.43	670,762.64	(139,439.21)
Private	838,559.90	830,120.83	8,439.07	6,342,617.08	6,640,966.64	(298,349.56)
Other Ancillary Revenue	16,194.05	2,103.67	14,090.38	79,910.91	16,829.36	63,081.55
Total Operating Revenue	\$ 1,419,576.36	\$ 1,406,996.41	\$ 12,579.95	\$ 10,225,972.50	\$ 11,255,971.28	\$ (1,029,998.78)
Operating Expense						
Nursing & Residential Services	647,873.66	647,963.63	89.97	4,764,418.36	5,183,709.04	419,290.68
Facilities	108,201.02	100,967.68	(7,233.34)	799,956.25	807,741.44	7,785.19
Housekeeping Services	46,512.49	44,913.09	(1,599.40)	352,987.43	359,304.72	6,317.29
Laundry Services	21,374.94	22,010.49	635.55	166,835.40	176,083.92	9,248.52
Dining Services	194,529.23	198,558.39	4,029.16	1,560,402.43	1,588,467.12	28,064.69
Social Services & Life Enrichment	86,333.36	81,664.08	(4,669.28)	643,639.86	653,312.64	9,672.78
Staff Development	13,728.33	11,921.11	(1,807.22)	90,586.58	95,368.88	4,782.30
General & Administrative	221,171.45	234,730.87	13,559.42	1,771,426.31	1,877,846.96	106,420.65
Property Expenses	10,234.74	9,608.94	(625.80)	79,294.91	76,871.52	(2,423.39)
Other Expenses	0.00	155.96	155.96	0.00	1,247.68	1,247.68
Ancillary Expenses	78,203.64	54,439.46	(23,764.18)	415,072.10	435,515.68	20,443.58
Total Operating Expense	\$ 1,428,162.86	\$ 1,406,933.70	\$ (21,229.16)	\$ 10,644,619.63	\$ 11,255,469.60	\$ 610,849.97
Net Operating	\$ (8,586.50)	\$ 62.71	\$ (8,649.21)	\$ (418,647.13)	\$ 501.68	\$ (419,148.81)
Non-Operating						
Extraordinary Items	9,727.55	0.00	9,727.55	(57,185.56)	0.00	(57,185.56)
Interest & Dividends	3,268.70	0.00	3,268.70	136,947.75	0.00	136,947.75
Donations	35,543.50	0.00	35,543.50	498,326.94	0.00	498,326.94
Depreciation Expense	(44,706.00)	0.00	(44,706.00)	(357,648.00)	0.00	(357,648.00)
Total Non-Operating	\$ 3,833.75	\$ 0.00	\$ 3,833.75	\$ 220,441.13	\$ 0.00	\$ 220,441.13
Net Income (Loss)	\$ (4,752.75)	\$ 62.71	\$ (4,815.46)	\$ (198,206.00)	\$ 501.68	\$ (198,707.68)

Artesia Christian Home, Inc.
Balance Sheet
May 31, 2026

Assets

Current Assets

Cash	2,938,631.52
Accounts Receivable	612,024.13
Prepaid Expenses	223,603.35
Total Current Assets	\$ 3,774,259.00

Fixed Assets

Land	1,216,888.94
Building & Improvements	14,844,156.14
Furniture Fixtures & Equipment	2,984,280.91
Accumulated Depreciation	(9,492,886.00)
Total Fixed Assets	\$ 9,552,439.99

Other Assets

Investments	2,837,439.12
Total Other Assets	\$ 2,837,439.12
Total Assets	\$ 16,164,138.11

Liabilities and Equity

Current Liabilities

Accounts Payable	106,079.63
Accrued Salaries & Benefits	584,288.78
Total Current Liabilities	\$ 690,368.41
Total Liabilities	\$ 690,368.41

Equity

Equity	15,671,975.70
Net Income (Loss)	\$ (198,206.00)
Total Equity	\$ 15,473,769.70
Total Liabilities and Equity	\$ 16,164,138.11

Artesia Christian Home, Inc.
Cash & Investments Summary

Financial Institution	Account	As of 04/30/2026	As of 05/31/2026
Schwab	CCRC Liquid Reserve Requirement by Dept of Social Services as of 1/31/2026	\$ 706,725	\$ 706,725
Schwab	Unemployment Fund Reserve	150,000	150,000
Schwab	Operating / Building Repairs / Emergencies Funds	1,980,714	1,980,714
	Investments Total	2,837,439	2,837,439
		As of 04/30/2026	As of 05/31/2026
Citizens Business Bank	General Account	537,598	452,473
Citizens Business Bank	Money Market Account- Reserves for Payroll & Operations	2,350,888	2,354,157
Citizens Business Bank	Business Savings - Reserve Required for Line of Credit	111,048	111,048
Bank of America	Pegboard Account	16,774	16,774
	Cash Total	3,016,308	2,934,452
Total		\$ 5,853,747	\$ 5,771,891

Donation Information	YTD FYE 2026 @ 04/30/2026	YTD FYE 2026 @ 05/31/2026
C.A.R.E. Fund	\$ 365,500	\$ 398,497
General Fund	38,427	40,937
Special Fund	58,857	58,893
Total Donations	\$ 462,783	\$ 498,327

**Artesia Christian Home, Inc.
Investment Account Balance**

<u>Date</u>	<u>Market Value</u>	<u>Quarter to Quarter Change</u>	<u>Cumulative Change from 1/1</u>	<u>Cummulative Return*</u>
1/31/2026	2,867,923			
3/31/2026	2,837,439	(30,484)	(30,484)	-1.06%
6/30/2026				
9/30/2026				
12/31/2026				

*Data from Schwab/RAI Quarterly Statements

Executive Director Report

July 28th, 2026

3:00 pm

Board Room/Teams

Upcoming Events

- No August Meetings
- September 9th, 2026 Promotions Committee- Noon via Teams
- September 15th, 2026 Volunteer Tea- ASL Dining Room- 1:30 pm
- September 22nd, 2026, Finance-3pm & Board-4 pm

Executive Director

- Met with CCRC Resident Association on 6-25-26 to provide them with rate information from the Board.
- Discussion with Scott Aronson to debrief the Garden Grove evacuation experience with Disaster Coordinator and Anne Walsh.
- Live training on the LTC Mutual Aid Program next steps
- Rehab Alliance Prelaunch discussion in preparation for ALF/MCC Rehab program
- Hosted Hillcrest CFO and Head of HR
- Meeting with Manifest regarding the DX framework progression with Matrix Care.
- Facilitated Arbitration Agreement Training for Social Services, Community Relations, Director of Residential
- Interdepartmental discussions regarding Meal Suite Portal for online ordering for IL residents and staff members

HR, COMPLIANCE, RISK & TECHNOLOGY OPERATIONS

- Partnered with Foster Global for an external Form I-9 audit. Audit commenced on March 13, 2026, and concluded in May 2026. Retraining was provided on July 8, 2026. The HR team is currently addressing the identified errors and anticipates completing corrections by the end of July 2026.
- Completed ACH's annual E-Verify Account Validation on July 16, 2026. The Department of Homeland Security (DHS) now requires annual account validation to ensure the E-Verify account remains active, accurate, and up to date in compliance with DHS requirements.
- 403(b) audit for 2025 PY preparation is in progress. The auditor's Engagement Letter has been received and is under review. Audit will officially commence on August 1, 2026.
- Currently developing California Supervisor Essentials: Workplace Compliance training material for all leaders and supervisors.
- Distributed 2026 Annual Evaluations to all leaders on June 25, 2026. Completed evaluations for all employees are due by September 30, 2026.

- Began working with Relation Insurance brokers on June 1, 2026, to gather census data and obtain competitive group health insurance quotes. This process is ongoing.

Compliance & Ethics Highlights:

- 7-22-26 Quarterly Compliance Meeting Held

FINANCIAL OPERATIONS

- Audit in process for COVID-19 Public Health Emergency Funds
- Completed Auxiliary sales and Use Tax Return
- Apply for Medi-cal Opt In for 2027
- Upload 2027 Budget in Matrix

2026 October '25- May '26 YTD Occupancy
Occupancy Goal/October '25-May '26 - 89%/84.50%
SNF: 92%/75.77%
ALF: 83%/89.42 %
MCC: 93%/82.88 %
Cottages: 95%/99.37 %

2026 October '25- May '26 Overtime/DT: 5.51% (Holiday OT 6.71%)
May Payroll: 5.35 %, 4.98%, 5.30% (10.63%)
April Payroll: 5.74 % & 6.86%
March Payroll: 4.72 %, 6.23%
February Payroll: 4.63 %, 5.01%
January Payroll: 5.46% (10.97%), 6.08% (11.25%), 4.16%
December Payroll: 4.58%, (10.19%) & 5.29%
November Payroll: 6.23%, revised guy'- 5.20%
October Payroll: 5.58%, 7.80%

2026 Charity Care YTD October '25-May '26
\$803,585

2026 C.A.R.E. Fund YTD Total October '25- May '26
\$398,497.12

2026 YTD Donations (including CARE FUND) October '25-May '26
\$498,326.94

SNF:

- Preparing for flu and covid vaccines coming up next month for residents
- Social Services involved in planning for new community channel and launch of Retirement Tv upgrades occurring on 7/22 & 7/23.
- Team continues to work for new admissions
- Continuing to prepare for roll out a new regulation called IDDSI (diets/textures/liquids) with the Registered Dietician
- Anticipating CMS to review PBJ submissions for accuracy at the end of July for 3 month review. Anticipating that this will improve our Star Rating.
- Staffing Efforts:
 - Census at 54:
 - Need 5-6 CNA's & 1 LVN night shift

Covid Updates: No current cases.

Quality Assurance Performance Improvement/ (QAPI) Highlights:

- Retirementhome tv installation occurred on July 22nd and 23rd. Community channel implementation in process.
- Arbitration Agreement Training held for staff involved in Contracts

RESIDENTIAL:

- 7-6-26 RCFE Survey occurred. No Deficiencies.
- Participated in meeting post evacuation for Rowntree Gardens with Scott Aronson, and also in the Long Term Care Mutual Aid Plan training
- Hired new Administrative Assistant, Caroline Lehde, for Memory Care in preparation for Karin DeVries retiring 8/8.
- Meet with Rehab Alliance to prepare for launching services in Assisted Living and Memory Care on 9/1/26.
- Planned out new community channel and launch of Retirement TV upgrades happening on 7/22 and 7/23.
- **Covid Updates:** No current cases.

COMMUNITY RELATIONS:

- June 18 – Celebration of life for MCC staff member – close to 50 in attendance.
- June 22 – SERVE from Anaheim CRC came and volunteered throughout the facility
- Estate Planning Seminar on July 9 had 20 attendees. Residents, Families and Community were all represented.
- June 26 – Jeans & Java/Cerritos Chamber hosted by Robin Snow, Snow Funeral Services about 30 in attendance.
- Final wall art pieces for completion of the AL parlor going up before the end of July
- Collaborating with other teams on the ACH Community Channel project through Retirementhome TV

- Currently working with Rehab Alliance for AL/MCC Rehab program launch – making page on website
- Currently working on 75th Anniversary tab on website for RSVP's for all events
- Currently working on invitations for 75th Anniversary events
- Currently working on employee enrichment snacks for all staff meetings in August
- Fall Messenger will go out in August.
- Upcoming events
 - 7/31 - Hosting Cerritos Chamber Jeans and Java on with Marco Tolento with Edward Jones as sponsor – Please join us if you are able.
 - 9/22 - CareMore Health Fair– at their Fullerton Location. We will provide members with information about their care options and how CareMore partners with ACH.
 - 9/15 – Volunteer Tea
 - 10/29 – Fall Festival 10:00-12:00
 - 10/29 – 75th Anniversary Open House 1:00-3:00 – Please plan to be in attendance
 - 11/5 – 75th Anniversary Annual Society Meeting & Celebration Dinner

Rented or Occupied Rooms: As of 7/22/26
SNF: 54 beds / 66 beds; Budgeted: 61
ALF: 54 rooms / 62 rooms; Budgeted: 52 (3 committed)
MCC: 26 beds / 28 beds; Budgeted: 26 (2 committed)
Cottages: 21 cottages / 21 cottages; Budgeted: 20

Admissions/Discharges: June 2026
SNF: 5Admissions, 5 Discharges, 2 Passed
ALF: 2 Admissions, 1 Discharges, 0 Passed,
MCC: 0 Admissions, 1 Discharges, 0 Passed
Cottages: 0 Admissions, 0 Discharge, 0 Passed;
Total: 7 Admissions, 7 Discharges, 2 Passed

FACILITIES:

- Conversion of #109 & #110 in ALF is in process.
- Reupholstering of lobby furniture and couch in AL North in process.
- Installation of over 50 replacement smoke detectors throughout main campus completed
- Trimming of trees and bushes in Resident Garden area completed
- Addressed plumbing issue in CCU with a permanent sleeve to repair cracked pipe
- Retirement home TV: HD TV installation for all of main campus
- Addressed eye sore corner area in patio off the AL Dining Room.

- Moved green waste bins to garbage area- added a concrete ramp for easy movement for bins
- Added a storage shed to corner area to keep dirty rags/aprons/laundry better contained
- To create a better area for staff to wash kitchen mats- local plumbers to donate to this project
- Ordered & received dining room tables donated by Auxiliary June Letter for MCC- in process of assembling
- Addressing painting needs in SNF

Satisfaction Surveys

- 0 Received.

Prayer requests

- Prayers for our prospective residents as they consider ACH as a new home
- Ongoing health of our residents, employees and families

Respectfully Submitted,
Michelle Robison, MSW, LCSW, RCFE, LNHA Executive Director