

SENIORS UNITED FOR NUTRITION PROGRAM INC.

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Executive Director*

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*Daniel Nankee
Board Chairman*

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PUBLIC NOTICE OF MEETING

Pursuant to Sec. 19.84, Wisconsin Statutes, notice is hereby given to the public that a Board of Directors meeting of the Seniors United for Nutrition Program, Inc., of Iowa and Lafayette Counties will be held on Thursday, June 23, 2022 at the Shullsburg Dining Site, Townsend Community Center, 190 N. Judgement Street, Shullsburg, WI, at approximately 12:30 PM, following lunch.

1. Call to Order
2. Roll Call.
3. Certification of compliance with open meetings law.
4. Approval of the Agenda for June 23, 2022 Board meeting.
5. Approval of the Minutes of May 19, 2022 Board meeting.
6. Reports from other Board members; opportunity for members of the audience to address the Board
7. Aging & Disability Resource Center & County Aging Unit Reports
 - a) Dana Harcus, Lafayette County Representative
 - b) Valerie Hiltbrand, Iowa County Representative
8. Monthly Reports – possible action
 - a) Cash Flow Statement & CD Review – May 2022
 - b) Budget Reports, C-1 & C-2 – May 2022
 - c) Monthly Participant Numbers – May 2022
11. Grant Update
 - a) Community Foundation of Southern Wisconsin
 - b) Other Grants
12. Training Request
13. Director's Report
14. Staff/Site Issues/Reports
 - a) Dodgeville Provider Change – Update
 - b) Evaluation of Director: the SUN Board shall entertain a motion to go into Executive Session, pursuant Sec. 19.85 (1) (c), consideration of employment, promotion, compensation, and performance evaluation data of any employee over which the government body has jurisdiction or exercises responsibility.
15. Chairman's Report
16. Vouchers - approval
17. Next Meeting Date & Adjournment

Date June 21, 2022 Time: 3:11 PM

*Serving Citizens of Iowa and Lafayette Counties
SUN Program*

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES MAY 19, 2022.

- 1. Meeting Called to Order at 12:30 PM by Director Cecile McManus, at Hidden Valley Church, 605 N Bennett Rd, Dodgeville, WI 53533.**
- 2. Roll Call-** Members Present: Iowa County: Dan Nankee, Doug Richter, and Justin O'Brien. Lafayette County: Bob Boyle, and Kriss Marion. Others present; John Meyers, Iowa County Board, Kelly Haakenson, Financial Officer; Cecile McManus, Director; Dana Marcus, ADRC Manager, Lafayette County and Valerie Hiltbrand, ADRC Manager, Iowa County.
Also in attendance were Dodgeville congregate meal participants William Funk and Eudelma Olson.
- 3. Certification of Compliance with Open Meeting Law** McManus stated that on May 19th, 2022 the agenda was posted at the HHS building and emailed to the Dodgeville Chronicle and Lafayette Republican Journal. Also emailed to Iowa and Lafayette County Clerks. Chairmen Nankee *requested the records show that the meeting was properly posted.*
- 4. Introduction of New Board Members-**Lafayette County New board members were introduced: Kriss Marion and Bob Boyle.
- 5. Election of Officers:** O'Brien nominated Nankee for chairman; seconded by Marion. McManus asked three times for any more nominations; as there were none, Nankee was named chairman by unanimous consent. Nankee took over the meeting at this point. Boyle nominated Marion for vice chairman; seconded by Richter; no other nominations. Marion is vice chairman by unanimous consent. O'Brien nominated Boyle for secretary; seconded by Marion; no other nominations. Boyle is secretary by unanimous consent.

Rita Buckholz from Lafayette County arrived @ around 12:45 PM and was introduced to other board members.
- 6. Approval of the Agenda for May 19, 2022 Board Meeting-** A motion was made by Boyle to approve the Agenda. Seconded by Marion, with the amendment of moving the Director's Evaluation to another month. Motion carried.
- 7. Approval of the Minutes-** A motion was made to approve the minutes for April 21, 2022. O'Brien seconded the motion. Motion carried.
- 8. Reports from Board Members; Opportunity for Members of the Audience to Address the Board:** Boyle spoke about the Hidden Valley Magazine and the cost to print this; Lafayette County had the responsibility this year.
- 9. Aging & Disability Resource Center & County Aging Unit Reports-**

a.) Dana Marcus, ADRC, Lafayette County: Office will be fully staffed as of June 6th. Allison Ploessl accepted the APS position and will start on June 5th. Kay Schulte is looking into preventive programs. She will be starting with Strong Bodies; this is exercise with weights. This program focus is to strengthen the body to help prevent falls and injuries. This is also a nutrition component. Danica is putting together the Upper Horizon and coordinating with other agencies for articles. EBS is and will continue with Welcome to Medicare presentations; they are also scheduled to go to all meal sites to answer questions, provide goodies, and discuss the ASRC. For the Lafayette County Fair, they are still planning the Pie event with Music on July 15th. The Belmont Ambulance Pancake Breakfast Fundraiser went well and was well attended; they spoke with 26 people who were interested in learning more about the services. ADRC Regional New Board Member is Bob Boyle; he joins Leon Wolfe. Commissions on Aging New Board members are Bob Boyle, Kriss Marion and Rita Buchholz; Kriss Marion is the Chairperson. The County is doing different orientation days for the new board members. They will be going to different agencies to visit and understand what they do. The ADRC bus will be providing transportation for this.

b.) Valerie Hiltbrand from ADRC in Iowa County: Office will have an open ADRC Specialist Lead Position, starting June 2. Senior Farmers Market Vouchers will be available starting June 1. Eligible consumers who are interested can pick up vouchers at the ADRC office or at one of our advertised distribution sites. Please see the June edition of the News and Views for the distribution sites. Stand Up and Move More and Mind Over Matter prevention programs will be offered in June. Iowa County is recruiting for the ADRC Care-A-Van Bus Driver position. We have been assisting the SUN Program with Meal delivery. This will be more challenging in June due to some staff shortages. May is older Americans Act Month! The May edition of the News and Views highlights local seniors who age their own way. Please note that in the May edition the ADRC is doing a drive for adult incontinence supplies. June 15th is World Elder Abuse Awareness day. We will be hosting "Scam SINGO" which is a BINGO game with senior scam twist. It will be held at the Health and human Services Center from 10-11 am on Wednesday, June 15. We will also be bringing awareness to the cause with purple ribbons in the windows of the ADRC.

10. Monthly Reports Haakenson released the following numbers:

a.) Cash Flow and CD Review-Checking account balance is \$100,021.91 as of May 19, 2022. Total deposits \$43,039.80 plus beginning balance of \$116,513.14 on April 21, is 159,552.94 less total vouchers paid \$59,531.03, leaves \$100,021.91. Set-Aside fund was \$47,103.44. A large portion of funds are additional funding from GWAAR for year 2021, for Lafayette and Iowa counties that was unexpected and is a one-time thing; this deposit was made in March.

b.) Budget Reports- Total income for May was \$43,039.80; Total Expense was \$59,531.03.

c.) Monthly Participation Numbers- Meal counts were reviewed from both counties; total count is up from last year, which was a record. A couple of congregate sites still have no one coming; this will be reviewed. Donation average is down in Iowa County. Home delivery is about 80% and congregate 20%. Lafayette County has about 46% of meals; Iowa has 54%.

O'Brien motioned that the reports be recorded; seconded by Marion. Motion carried.

11. Grant Update-a.) Community Foundation of SW WI- Received \$500 from Blanchardville/Hollandale from 2021 grant. That was for electric bag and some trays. **b) Other grants:** United fund of Iowa County gave \$8,000. Emergency Food and Shelter for both counties will also be giving funding soon.

12. Training Request- Nothing new.

13. Director's Report- PAC meeting was 5/18, in Arena. PAC members were asked for input for Volunteer appreciation gathering. They are all in favor of in person event. Cookout will be July 28th. Advised the board that Carrie Kroetz from GWAAR is coming to the office to do training with Haakenson for data input into the SAMS program and fixing errors. She will also train on the claims forms.

14. Staff/Site Issues/Reports: Meyers attended to discuss a provider for Dodgeville, coming from UW Platteville, or from the Iowa County Law Enforcement center. Again, the suggested provider, Summit, wanted to charge a meal cost of \$4.00 per meal plus a management fee of \$365/day, which would increase our meal cost to \$9.75 per meal; right now it's \$6.45 per meal. Summit would have to hire additional and separate staff. UW Platteville: we would likely need to hire a driver to drive to Platteville daily. Meyer discussed multiple cooking sites or a central Kitchen. Discussed that we would still have transportation issues. O'Brien made a motion to have a conference call one more time with Summit to discuss cost: Rita Buckholz seconded the motion; motion carried.

b) Evaluation of Director: Postponed until next month.

15: Chairman's Report: Nothing to report

16. Vouchers-Approval - O'Brien made a motion to approve the vouchers; seconded by Richter. Motion carried.

17. Next Meeting Date & Adjournment- Next meeting will be June 23, at the Shullsburg Dining Site following lunch, which is at 11:30. Buckholz made a motion to adjourn; seconded by O'Brien. Motion carried. 2:30 PM.