

SENIORS UNITED FOR NUTRITION PROGRAM INC.

Andrew Hodgson
Executive Director

303 W. Chapel St., Ste. 1400
Dodgeville, WI 53533-1396

Daniel Nankee
Board Chairman

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AGENDA

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 Wednesday, December 21, 2023 at the Health & Human Services Building, 303 W. Chapel Street, Dodgeville, WI, at 1:00 p.m. Some may be attending via Zoom.

1. Call to Order
2. Roll Call.
3. Certification of compliance with open meetings law.
4. Approval of the Agenda for December 21, 2023 Board Meeting.
5. Approval of the Minutes of November 29, 2023 Meeting.
6. Reports from Board members; opportunity for members of the audience to address the Board.
7. Aging & Disability Resource Center & County Aging Unit Reports
 - a. Valerie Hiltbrand, Iowa County Representative
 - b. Dana Harcus, Lafayette County Representative
8. Monthly Reports – possible action
 - a. Cash Flow Statement & CD Review – November 2023
 - b. Financial Reports, Profit & Loss – October, November, Year to Date – 2023
 - c. Monthly Participant Numbers – November 2023
9. Annual Appeal Update
10. Grant Updates
 - a. Jenny Olson Grant, United Fund of Iowa County
 - b. Other Grants (Otto Bremer, Walmart Foundation, Kwik Trip Kares, MOWOA)
11. Staff/Site Issues/Reports – Discussion, possible action
 - a. Darlington site – Van issues, steam table, dishwasher.
 - b. Dodgeville site – Van issues.
12. Director's Report
 - a. Onboarding progress, Voucher Program, Intern Program, Personnel Manual
13. Chairperson's Report
14. Motion to approve rejoining Meals on Wheels of America
15. Motion to approve Non-profit Management Internship MOU
16. 2024 Budget, 2022 Audit- possible action
17. Next Meeting Date & Adjournment

Date December 13, 2023 Time: 2:00 PM.

Posted by County Clerks Office on 12/13/2023, Megan Currie - Deputy

Serving Citizens of Iowa and Lafayette Counties
SUN Program



Seniors United for Nutrition

PROPOSED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM BOARD MEETING
WEDNESDAY, November 29, 2023 at 1:00 p.m.
Health & Human Services Building
303 W. Chapel Street, Dodgeville, Wisconsin

Item	
1	Chairman Nankee called the meeting to order at 1:00 p.m.
2	Roll Call: Members Present in the Community Room: Chairperson Dan Nankee, Bob Boyle at 2:28 p.m., Justin O'Brien, Kriss Marion Members Present Remotely: none Members Excused: Rita Buchholz Others Present in Community Room: Melissa Weier, Nikki Mumm, Andrew Hodgson, Noah Thompson, Dana Harcus Others Present Remotely: none
3	Certification of compliance with open meetings law: Weier verified the meeting was properly posted on 11/17/23. The agenda and proposed October minutes were emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.
4	Approval of the November 29, 2023 Agenda: Motion by O'Brien and seconded by Marion to accept the agenda with the movement of audit at 10 to 6.5. Aye: 4; Nay: 0. Motion carried.
5	Approval of the October 18, 2023 Meeting Minutes, October 30, 2023 Special Meeting Minutes, November 1, 2023 11 a.m. Special Meeting Minutes and November 1, 2023 1 p.m. Special Meeting Minutes: Motion to approve the minutes of October 18, 2023 meeting by Marion and seconded by Richter. Aye: 4; Nay: 0. Motion carried. Correct annual appeal amount to \$4,000 per O'Brien. Motion to approve the minutes of October 30, 2023 meeting by O'Brien and seconded by Richter. Aye: 4; Nay: 0. Motion carried. Motion to approve the minutes of November 1, 11:00 a.m. meeting by O'Brien and seconded by Marion. Aye: 4; Nay: 0. Motion carried. Motion to approve the minutes of the November 1, 1:00 p.m. by Marion and seconded by O'Brien. Aye: 4; Nay: 0. Motion carried
6	Meet the new Executive Director. New Director Andrew Hodgson was introduced.
6.5	2022 Audit: Noah Thompson from Wegner CPAS presented the fiscal year 2022 audit. He reported no issues with the financial statements. They viewed internal controls for weaknesses, none were found. There was an overall net loss of approximately \$42,000.00 for 2022. Thompson recommends keeping SUN's CDs in place and not cashing anything in to cover deficit, it would not be necessary. We should focus on moving forward. Mumm questioned about not covering the deficit because GWAAR considers certain monies restricted funds. Mumm, Slaney, Wegner CPAs and Hodgson will look into it.
7	Reports From Board Members and an Opportunity for Members of the Audience to Address the Board. No action will be taken. Discussion – Marion shared about Giving Tuesday and updating our Facebook donation sharing to direct to the website. Nankee mentioned the presentations at Hope Lutheran Church and the Village of Ridgeway, and Bruce Paull's letter in the Dodgeville Chronicle. Nankee also mentioned the two ADRC papers offering good information. Mumm mentioned the township 10 year plans as was discussed at ADRC meeting. Grace Lutheran Church fundraiser in December to benefit SUN.
8	Aging & Disability Resource Center & County Aging Reports: a. Lafayette County – Harcus presented. Caregiver renewal day went well. AARP dates for 2024 tax appointments will be forthcoming. They have an Adult Protective Services position open. 8521 transportation grant hearing was held. Upcoming holiday party.

	b. Iowa County – Marcus presented for Hiltbrand. There is a Benefit Specialist position open. New construction for a new office for the new Adult Protective Services position. Transportation hearing was held November 30. Caregiver Renewal Day was held with Grant and Lafayette counties, 11 attended. Medicare Part D enrollment until Dec 7. There is a new EMS referral pilot project regarding in home falls.
9	Monthly Reports- possible action: a. Cash Flow Statement & CD Review- September 2023– Report provided. Last month's board meeting they had \$40,053; today \$49,846. Accounts still need to be switched over. Meeting minutes and letter from Chairman Nankee will be required by the bank(s). b. Financial Reports, Profit & Loss, Bill Pay- September, October; Year to Date 2023. Reports provided. Per Mumm after 2023 we will be unable to use C1 money for home delivered. Possible United Way funds for Lafayette per Marcus. c. Monthly Participant Numbers- September 2023 – Reports provided. No monies again from Hollandale participants. Increase in Lafayette numbers for pasty and birthday party days. Motion by O'Brien to put these reports on file and seconded by Marion. Aye: 4; Nay: 0. Motion carried.
10	2024 Budget: Marion inquired if the Board should hold off on approval of the budget until the new Executive Director has a chance to review it. Per Mumm, we could try the voucher system with local restaurants to try to get more congregate participants. SUN could possibly order with LEC to save on food costs. There are untapped grant or other monies believed to be out there. The budget will need to be passed by the end of December. The enhanced assessments have been started in Lafayette County, we still need to get person trained that is going to help in Iowa County. Per Nankee, we will wait to vote on budget until December and have Numbers4Nonprofits come as well. Hodgson will also have an alternate budget prepared reflecting cutting numbers.
11	Annual Appeal: Per Weier, about \$8,000 received thus far.
12	Staff/Site Issues/Reports: a. Darlington site – Site manager update – Amy Wedig has been hired and is working 3 days per week. Several volunteers are back and there has been no trouble covering the other 2 days. The van has major issues, we may need to figure out how we can get a different one. Discussed potential donors. Fight the Ford Appliance steam table bill as much as we can. Have the Executive Director look into it. b. Dodgeville site – van issues. Getting checked at Randy's today. Do we need the Dodgeville van or can the van be sent to Darlington was posed.
13	Grant Update: a. Emergency Food and Shelter Grant, we will be receiving \$4900.00 per today's meeting. The Campbell Fund Grant has been accepted, but will need to provide expenses. The Jennie Olson grant was submitted, but no word yet. b. Other grants. United Fund application will be redone by Hodgson.
14	Training Request: Hodgson will be attending GWAAR new director training.
15	Director's Report: After seeing the Blanchardville news article about budget cuts, Weier contacted the village. There is no money for us currently but they hope that to change in the future. Village of Ridgeway will keep us in mind for future funding. Thank Walmart for the gift card and The Relief Society of the Church of Jesus Christ of Latter-day Saints for helping assemble emergency meal bags.
16	Chairman's Report: Nankee advised Bill.com should change to Hodgson and Marion as approvers. PAC meeting next week.
19	Next Meeting Date and Adjournment: Approved the next Seniors United for Nutrition Program Board meeting for December 21, 2023 at 1:00 p.m. Motion by Marion and seconded by Richter to adjourn. Aye: 5; Nay: 0. Meeting adjourned at 335 p.m.
	Prepared by Melissa Weier. Edits by Andrew Hodgson.