



Seniors United for Nutrition

PROPOSED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM BOARD MEETING
TUESDAY, August 27, 2024 at 5:00 p.m.
Health & Human Services Building
303 W. Chapel Street, Dodgeville, Wisconsin

Item	
1	Chairman Masters called the meeting to order at 5:01 p.m.
2	Roll Call: Members Present in the Community Room: Mel Masters, Dody Cockeram, Lee Gill, Emmett Reilly, Larry Ludlum, Dan Nankee (seated for David Gollon) Members Present Remotely: None Members Excused: David Gollon Others Present in Community Room: Melissa Weier, Christopher Baird, Dana Harcus, Steve Siegler, Sheila Siegler, Terry Rasmussen, Barb Eicher, Mike Nelson, Marilyn Hill, Wanda Husted, Tom Slaney, Nikki Mumm Others Present Remotely: Andrew Hodgson, Margaret Sutter
3	Certification of compliance with open meetings law: Weier verified the meeting was properly posted on 8/20/24. The agenda and proposed 7/23/24 minutes were emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.
4	Approval of the August 27, 2024 Agenda: Motion by Reilly and seconded by Cockeram to accept the agenda. Aye: 6; Nay: 0. Motion carried.
5	Approval of the July 23, 2024 Meeting Minutes: Motion to approve the minutes of the July 23, 2024 meeting by Ludlum and seconded by Reilly. Aye: 6; Nay: 0. Motion carried.
6	Meet the new Executive Director: New Director Baird introduced himself.
7	Reports From Board Members and an Opportunity for Members of the Audience to Address the Board. No action will be taken: Discussion – Nelson, driver for Darlington expressed concerns over the upcoming route changes. He notes that the route geographically still passes through Argyle, so the savings is just delivery time. He doesn't think that is the best solution. He also mentioned that the Lafayette County Board members have not been asked for money or support for the program. Steve Siegler, driver for Darlington also brings forth that wellness checks are an important part of what we do. In the last year they have had 4 seniors fall that were found by the meal delivery drivers. The Argyle residents are all very upset about the change. Site substitute Eicher asks if drivers will be paid or if they will now become volunteers. Hill wants to know the tentative plan. Steve Siegler also expresses that participants want desserts.
8	Discussion and possible action on the review of the 2025 rental charges, cooler, freezer and dry good storage: Per Baird, with the rent increase coming, SUN will be working to transition food storage to Lafayette Manor and the Law Enforcement Center. This should help reduce the higher rental charges for 2025. Per Harcus, she and Schumacher will tour the Lafayette Manor site. A start date of October 1st to transition the food may be possible. Per Mumm SUN's email, server for data, postage machine and copier are all through Iowa County as well. There are two offices upstairs that are smaller and could be available. The Director is to investigate and report back about proposed rental charges if changes are made. Motion to move the cooler, freezer and dry good storage to Lafayette Manor by Gill seconded by Ludlum. Aye: 6; Nay: 0. Motion carried.
9	Aging & Disability Resource Center & County Aging Reports: a. Lafayette County – Harcus referred to the packets that were sent to Board. Many dementia events upcoming. 5 people attended the Lunch Bunch on August 12th. The state is out of Senior's Farmers Market vouchers, so no more will be coming. The ADRC will no longer be work with Lafayette County Historical Society for the railroad bus trip. b. Iowa County – Harcus presented for Hiltbrand. Nothing else to add to packet information. Iowa County Draft 2025 Aging Plan is finished. Iowa County ADRC does have some Senior's Farmers Market vouchers available yet. Health & Wellness Expo on September 13, 2024.
10	Monthly Reports- possible action:

	a. Cash Flow Statement & CD Review- July 2024– Per Baird, SUN’s total equity is approximately \$163,000. He understood the goal was to have 3 months equity on hand to operate. The final bank paperwork will be completed after this meeting. b. Financial Reports, Profit & Loss, Bill Pay- July 2024. Per Baird, we are sitting at a positive \$26,000, at this time, it was originally projected to be at a \$12,000 deficit. Per Mumm, Numbers 4 Nonprofits takes the total Congregate allocation and spreads it over 12 months, not the actual amount that is being received. It will be the end of October before we receive more funds through Iowa County. c. Monthly Participant Numbers- July 2024 – Reports provided. Per Baird, nothing to add.
11	Budget Update: Per Baird, the original budget was ending in a negative figure. Looking ahead, we hope to rely more on volunteers than paid staff to reduce expenses.
12	County Contract Update: Per Mumm, GWAAR approved the transfer request of \$32,000 from C1 Congregate to C2 Home Delivered for Iowa County. Per Sutter, GWAAR also approved the transfer for Lafayette County. A new contract will have to be prepared between GWAAR and the counties and SUN. It will be at least 30 days before that is complete and funds will be made available.
13	Darlington site staffing and route issues: Baird cites there are severe staffing issues in Darlington. One option would be to have Baird step in to assist 5 days per week. We would need interim administrative duties handled by someone else if he were to man Darlington every day. Option 2 would be to reduce service days so that Baird could cover both. Meals would be doubled up on service days. The last option would be to temporarily close the site. Masters opens this topic up to the public for comments. Eicher said that they have not had good information and that everything had been fine before. Per Baird a four-hour route is not food safe. The best option to attract more help is to shorten the route. He is hoping to build up more volunteers with shorter and food safe routes under 90 minutes. Eicher questions whether drivers will remain to be paid, Baird states drivers will stay as paid for now, but he will be looking for more volunteers. Has the Manor been notified? Harcus noted that the route changes were discussed at the June meeting, and SUN and the site directors followed up with it. Sheila Siegler expressed concern that a site manager cannot be found. There are plenty of volunteers but no one wants to be a site manager. Per Husted, there are no real substitute site manager options and it makes it very hard. We need a pool of backups to relieve the site managers. Harcus believes GWAAR needs to be involved if closing a site, even if temporarily. About 30 people are serviced between congregate and home delivered. Harcus noted that if the site is closed, it’s possible that the Manor would have to package everything and the volunteers would deliver meals from there. Gill stated that the Manor Director wants to help the program. Per Hodgson, a similar idea was thought of for Iowa County to have the Law Enforcement Center package meals, perhaps the Manor could do that. Gill inquired if it would it be an option to change the congregate site to the Manor? Baird proposes being open Monday and Wednesday, he splits time 50/50 as a patch to help get through September to keep things going. Nelson questioned if the ad for site manager could be ran again? Motion by Gill and seconded by Reilly for the Executive Director to split time between administrative duties and cover as Darlington meal site manager on Mondays and Wednesdays, starting September 3, 2024 and continue until the next Board meeting. Aye: 6; Nay: 0. Motion carried. An ad for Darlington site manager position will be ran again in other papers.
14	Grant and fundraising updates: The Dubuque Racing Association grant was not received. Hodgson is currently working on the Campbell grant. SUN received \$7,000 from the Emergency Food and Shelter Program grant from Lafayette Co. The Bugtussel event is coming in October with a silent auction. Participant donations are up. There have been no applicants for grant writer intern per Hodgson.
15	Director’s Report: Per Baird, he is currently looking into a different auditor for a decreased cost. He is also looking into accounting services and doesn’t feel that a third-party service is necessary. He would like to centralize cooking and delivery sites and have the Law Enforcement Center take over and distribute all of Iowa County other than Arena. Gill stated that Lafayette would like to pursue this also, if possible. Baird noted that Belmont is costing over \$19 per meal currently. There will be a trial run with a heat sealer at the Dodgeville site. The hope is to transition Linden’s meals over to Dodgeville as well. The trial run will start with the Dodgeville meal site and then if all goes well, he will approach the Law Enforcement Center about packaging. The same process could also potentially work in Lafayette down the road. Baird notes that he

	also wants to move forward with Hi-Point Steakhouse as soon as possible. Baird reiterates no interest for the grant writing intern.
16	<u>Board Chair's Report:</u> Per Masters, nothing to add.
17	<u>Next Meeting Date and Adjournment:</u> Approved the next Seniors United for Nutrition Program Board meeting for September 24, 2024 at 5:00 p.m. at the Lafayette County Multi Purpose Building Darlington. Motion by Nankee and seconded by Reilly to adjourn. Aye: 6; Nay: 0. Meeting adjourned at 6:28 p.m.
	Prepared by Melissa Weier. Edits by Christopher Baird.