



Seniors United for Nutrition

PROPOSED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM BOARD MEETING
TUESDAY, June 25, 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 5:00 p.m.
2	<u>Roll Call:</u> Members Present in the Community Room: Mel Masters, Dody Cockeram, Lee Gill, Emmett Reilly, Larry Ludlum, John Meyers (seated for David Gollon) Members Present Remotely: None Members Excused: David Gollon Others Present in Community Room: Melissa Weier, Nikki Mumm, Tom Slaney, Bruce Paull, Cheryl Bjorge, Dan Nankee, Farrah Morrissey, Peggy Steger, Wanda Husted, Dana Harcus Others Present Remotely: Chris Lange, Andrew Hodgson, Margaret Sutter
3	<u>Certification of compliance with open meetings law:</u> Weier verified the meeting was properly posted on 6/18/24. The agenda and proposed 6/25/24 minutes were emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.
4	<u>Approval of the June 25, 2024 Agenda:</u> Motion by Ludlum and seconded by Reilly to accept the agenda. Aye: 5; Nay: 0. Motion carried.
5	<u>Approval of the May 28, 2024 Meeting Minutes:</u> Motion to approve the minutes of the May 28, 2024 meeting by Gill and seconded by Cockeram. Aye: 5; Nay: 0. Motion carried.
6	<u>Reports From Board Members and an Opportunity for Members of the Audience to Address the Board.</u> <u>No action will be taken:</u> Discussion – Peggy Steger from Sentinel Home Care expressed that they are often in homes to assist in bathing or other things and not necessarily there to prepare full meals. She asked that the Program consider that just because a person has a caregiver does not mean that they are getting meals—they may still need SUN meals. Morrissey states that the menu needs work, and the July menu meals are very heavy and better for winter.
7	<u>Motion to convene Executive/Closed 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. (Executive Director candidates)</u> Motion to move into closed session at 5:08 p.m. by Cockeram and seconded by Reilly. Public dismissed. Roll call: Masters, Cockeram, Reilly, Ludlum, Lee, Meyers sitting in for Gollon.
8	<u>Motion to return to open session:</u> Motion to return to open session at 5:22 p.m. by Lee and seconded by Reilly. Aye: 6; Nay: 0. Motion carried. Reilly opposed Meyers sitting in for Gollon. All other members were in favor of Meyers sitting in and cited that it was general practice in both counties.
9	<u>Possible action on closed session item:</u> Motion to offer the position of the Executive Director to the selected candidate for the Seniors United for Nutrition Program by Cockeram, seconded by Lee. Roll call vote: Masters, Cockeram, Meyers, Ludlum, Reilly, Gill. Aye: 6; Nay: 0. Motion carried.
10	<u>Discussion and possible action on the review of the 2025 rental charges:</u> Gill apologized for the misunderstanding and harsh words over the rent increase. Reilly questioned where the rent increase came from and would like it reconsidered. Meyers states that the \$200 currently being charged for rent doesn't even cover the electricity for the coolers. Ludlum agrees and questions if we need so much room and storage. Per Meyers, the intent was to start the new amount for 2025. The new director can help evaluate what is needed. Consider that Iowa County items could be stored at Law Enforcement Center. Per Masters, the matter will be put on the next SUN agenda and Meyers said it will be put on the agenda for the Executive Committee as well.
11	<u>Report on Lafayette County Meal Site Manager meeting:</u> Per Gill, the meeting with meal site directors was set in order to learn about how the sites operate, menus, take-out meals, leftovers, and processed food. They brainstormed how to get people in to eat congregate, about local fundraisers, and rounding the meal

	cost to an even dollar figure. She mentioned looking into volunteers through the schools for help with meal delivery. Hollandale receives multiple meals 2 days per week to ease mileage. A different supplier other than Sysco should be considered. The possibility of looking into fewer serving days and/or a change in distribution routes for September. Storage space at the sites was also discussed. Per Marcus, some tough decisions will need to be made, serving less days or combining sites. Reilly questioned by show of hands who has been to a meal site.
12	<u>Aging & Disability Resource Center & County Aging Reports:</u> a. Lafayette County – Marcus presented. Lafayette County is doing memory screening tomorrow and dementia live event. A Senior Day and pie contest will be at the fair. The Senior Farm Market program is ongoing. b. Iowa County – Nothing further was presented for Hiltbrand.
13	<u>Monthly Reports- possible action:</u> a. Cash Flow Statement & CD Review- May 2024– Per Hodgson, he prepped the High Level Overview of SUN Budgets projecting each county out for the year. As of late, Managed Care Plans are cutting back on paying for meals for some of their clients, then SUN has to decide if we continue to offer meals to those participants. Personnel and food costs are the biggest expenses. Iowa Co NSIP monies will be about \$5,000 less this year. The new Dodgeville site manager to be hired will increase personnel costs due to the fact that the former manager personally decreased her hours to save money. Iowa County is projected to be at a \$10,000 loss and Lafayette at a \$23,000-27,000 loss for the year. The SUN meal comparison shows meals served and GWAAR allocations per year. In 2021 GWAAR allocated more funds to allow SUN to keep operating but with some conditions, some of which were not met. Reilly questioned if 8,000 less meals were being served this year, why that would be. Hodgson cites less demand and better adherence to the qualifying criteria and that the 2024 pace was based on Quarter 1, with no forced reductions and prior to the waitlist being implemented for Iowa County. Hodgson reports no real changes with the CD balances. b. Financial Reports, Profit & Loss, Bill Pay- May 2024. Per Hodgson Numbers 4 Nonprofits is about 75% done redoing the 2024 allocations based on the final county budgets, those reports should be done by the next Board meeting. This will give us a better picture of where things stand. c. Monthly Participant Numbers- May 2024 – Reports provided. Per Hodgson, there seems to be a bit more congregate dining but with no longer doing carry outs, he is not sure how that is affecting reporting.
14	<u>Budget Update:</u> Nothing further at this time.
15	<u>Profit and loss information individual meal sites:</u> Per Hodgson, any changes in sites would need to go through GWAAR including combining sites or closing/combining those with low congregate participation.
16	<u>Iowa County Contract Update:</u> Per Mumm, there is an unfunded balance of \$7900 for Iowa County home delivered meals. This is based on the old allocations and may look different when new allocations are done. Neither county has found out if GWAAR approved transfer of funds, 40% was asked for, 20% is counted on and was built into the budget.
17	<u>Grant and fundraising updates:</u> Hodgson noted that the Dubuque Racing Association grant was applied for. They are following SUN's Facebook page which may be a good sign. The Otto Bremer notification has not come in yet, but they held a 60 minute follow up interview with Hodgson. Grant Advance Solutions offers a donor database of unlisted foundations that can be utilized for \$2500 per year. If we get an intern, it might be a good thing for them to work on. The \$2500 per year is a sort of guarantee for grants. If you don't get the \$2500 back in grants, Grant Advance will give you the next year for free and coach you how to do better applications.
18	<u>Director's Report:</u> Per Hodgson, the dietician will be doing presentations at the meal sites. She is available on Wednesdays starting in July. A nutrition analysis was done by the dietician, Lafayette Manor does not meet specifications and needs some adjustments. Masters asked again about packaged sealed meals, Hodgson noted they could be cost effective if over 30 meals are going out from a site. Hodgson also noted that routes should be 60-75 minutes long and SUN should try to work to adhere to that.
19	<u>Board Chair's Report:</u> Per Masters, nothing further.
20(18)	<u>Next Meeting Date and Adjournment:</u> Approved the next Seniors United for Nutrition Program Board meeting for July 23, 2024 at 5:00 p.m. at the Lafayette County Multi Purpose Building.

	Motion by Reilly and seconded by Cockeram to adjourn. Aye: 6; Nay: 0. Meeting adjourned at 6:27 p.m.
	Prepared by Melissa Weier. Edits by Andrew Hodgson.