



Seniors United for Nutrition

APPROVED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM EMERGENCY BOARD MEETING

TUESDAY, FEBRUARY 14, 2025 at 1:00 p.m.
Health & Human Services Community Room
303 W Chapel St., Dodgeville, Wisconsin

Item	
1	Chairman Masters called the meeting to order at 1:00 p.m.
2	<u>Roll Call:</u> Members Present in the Community Room: Chairman Mel Masters, David Gollon, John Meyers (on behalf of Dody Cockeram), Larry Ludlum, Emmett Reilly, Lee Gill Members Excused: Dody Cockeram Others Present in Community Room: Tom Slaney, Nikki Mumm, Valerie Hiltbrand, Dana Harcus, Wanda Husted, Scott Pedley, Bruce Paull, Christopher Baird, Sheriff Michael Peterson Others Present Remotely: Margaret Sutter, Dan Nankee, Andrea Larson, Shane Schuhmacher
3	<u>Certification of compliance with open meetings law:</u> Baird verified the meeting was properly posted on February 12, 2025. The agenda were emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks. Motion by Gill second by Gollon for certification of compliance. Aye: 6, Nay: 0. Motion carried.
4	<u>Approval of the February 14, 2025 Agenda:</u> Motion by Ludlum and seconded by Reilly to accept the Emergency Meeting agenda. Aye: 6; Nay: 0. Motion carried.
5	<u>Approval of the February 10, 2025 Minutes:</u> Motion by Masters and seconded by Gollon to accept the minutes. Aye: 5; Nay: 0; Abstain: 1 (Gill). Motion carried.
6	<u>Reports from other Board members; opportunity for members of the audience to address the Board.</u> <i>Baird-</i> He would like to offer his services as a contract employee to help with payroll and would officially like to request an appeal from the Board at the next Board Meeting on February 25, 2025. <i>Slaney-</i> SUN Staff Meeting was held Tuesday, February 11, 2025. Meyers spoke to the employees, thanked the employees for their service, and let them know both counties are committed to the program. Slaney shared a written announcement he made on behalf of Chairman Masters. Slaney shared that Iowa County staff have been assisting with the phones. There was a message from the Auto Owners Insurance for a Workman's Comp report that needed to be submitted. He can assist with this but will need someone with authorization from Heartland Payroll to help get information for the form. There is a short turn around window with a \$3,000 fine.
7	<u>County contract update:</u> Slaney shared that neither 2025 County Contract had been signed. Motion by Gollon and seconded by Gill to have the Board Chairman and Vice Chairman sign both county contracts. Aye: 6; Nay: 0. Motion carried.
8	<u>Approve closeout for Executive Director:</u> Masters would like the board to give authority to Masters, Meyers, Iowa County Administrator Larry Bierke, and Iowa County Employee Relations Director Allison Leitzinger review the policy and close out the Executive Director. Motion by Gollon and seconded by Reilly to approve the closeout for the Executive Director. Aye: 6; Nay: 0. Motion carried.
9	<u>Update banking authorities:</u> Motion by Gollon and seconded by Ludlum to remove Christopher Baird from all banking accounts and give the Chair and Vice Chair or Board designee banking authority. Aye: 6; Nay: 0. Motion carried.
10	<u>Update payroll authorities:</u> Slaney shared that presently Christopher Baird and Melissa Weier have access to Heartland Payroll. He would like to have someone from SUN be responsible.

	Motion by Gollon and seconded by Reilly to remove Christopher Baird and to appoint the Chairman, Vice Chair and their Board designee. Motion by Gollon and seconded by Gill to amend the motion to remove Christopher Baird, Andrew Hodgeson, and Cecile McManus and give the Chairman, Vice Chair, Secretary, and Melissa Weier payroll authority. Aye: 6; Nay: 0. Motion carried. Motion by Gollon and seconded by Reilly to approve the motion as amended. Aye: 6; Nay: 0. Motion carried.
11	<u>Update accounts payable authorities:</u> Slaney shared that currently Christopher Baird and Dody Cockeram have approval authority. Melissa Weier has read only access to help clean up unprocessed payables. Motion by Gollon and seconded by Ludlum to leave the Secretary on and give the Chairman and Vice Chair accounts payable authorities. Aye: 6; Nay: 0. Motion carried.
12	<u>Update food purchasing authorities:</u> Slaney shared there is currently an account with Martin Brothers through Lafayette Manor which the Belmont Site Manager has access to. The Site Managers suggested this process go back to the Department Assistant. Marcus shared that she spoke with the Benton Site Manager as she was a backup in the past, and she said she would be willing to organize the SUN food at the Manor and do the ordering. It may be outside of her normal hours. Motion by Ludlum and seconded by Gill to remove the Belmont Site Manager and give the Benton Site Manager food purchasing authorities to include additional hours as needed. Aye: 6; Nay: 0. Motion carried.
13	<u>Contract Dietician:</u> Motion by Masters and seconded by Reilly to use the Iowa County Law Enforcement Center dietician with the option to use the dietician at Lafayette Manor if needed or willing to approve the menus. Aye: 6; Nay: 0. Motion carried.
14	<u>Annual Appeal allocation discussion:</u> Slaney shared that the donations were split between both counties unless specified though most donors did not know they needed to specify. Slaney suggested that moving forward a form letter be sent to donor's asking if they wanted the monies to go to Lafayette County Meals, Iowa County Meals, or the Program as a whole. Motion by Gill and seconded by Reilly to keep current donations at current allocations unless the donor would like them changed and send the form letter to donors going forward. Aye: 6; Nay: 0. Motion carried.
15	<u>Net Meeting Date and Location & Adjournment:</u> The next meeting was already scheduled for Tuesday, February 25, 2025 at 1:30 p.m. at Iowa County Health and Human Services Building in the Community Room. Masters asked Board members to contact the SUN Department Assistant with agenda items. Motion by Gollon and seconded by Meyers to adjourn. Aye: 6; Nay: 0. Meeting adjourned at 1:38 p.m.
	Prepared by Nikki Mumm, Iowa County Department of Social Services Business Manager and Dana Marcus, Lafayette County ADRC Manager