



Seniors United for Nutrition

PROPOSED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM BOARD MEETING
Tuesday, May 23, 2023 at 12:00 p.m.
Viking Café
210 S. Main Street
Blanchardville, WI 53516

Item	
1	Chairman Nankee called the meeting to order at 12:17 p.m. Introduction of Kathy Fargo, new Blanchardville site manager just prior to meeting.
2	Roll Call: Members Present in Viking Cafe: Chairperson Dan Nankee, Justin O'Brien, Doug Richter, Rita Buchholz, Kriss Marion until 12:55 p.m., Bob Boyle Members Present Remotely: none Members Excused: none Others Present in Viking Cafe: Tom Slaney, Cecile McManus, Melissa Weier, Dana Harcus, Nick Curran until 1:00 p.m. Others Present Remotely: none
3	Certification of compliance with open meetings law: Weier verified the meeting was properly posted on 5/15/23. The agenda was emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.
4	Approval of the May 23, 2023 Agenda: Switch presentation order of 7 and 8 on agenda due to accountant being here. Motion to approve by Boyle and seconded by O'Brien to accept the agenda. Aye: 6; Nay: 0. Motion carried.
5	Approval of the April 20, 2023 Meeting Minutes: O'Brien noted that minutes should read "proposed" until they are approved by the board. Motion by Richter and seconded by O'Brien to accept the meeting minutes. Aye: 6; Nay: 0. Motion carried. Approval of the April 10, 2023 Meeting Minutes: #8 was discussed and not a motion. Motion by O'Brien and seconded by Boyle to accept the meeting minutes with a change of wording to discussion vs motion. Aye: 6; Nay: 0. Motion carried.
6	Reports From Board Members and an Opportunity for Members of the Audience to Address the Board. No action will be taken. Discussion of new SUN flyer by Nankee. Weier mentioned \$2,000 donation from St Thomas Catholic church women in Montfort.
7	Aging & Disability Resource Center & County Aging Reports: a. Lafayette County – Harcus presented. Senior Social went well 81 attended, high school students helped with lunch and bingo. 68 ate lunch. 100 cups gelato from Lucky Cow was donated. Vendors commented people were very engaging. 2 buses ran to pick up people. Belmont EMS breakfast, provided handouts on SUN. Dairy breakfast and Canoe Fest coming up and will be handing out info. Senior Day June 14. Seniors Farmers Market June 1-October 31. \$35 booklet usable at participating stands. Transportation forum April 19, 9 attended. b. Iowa County – Harcus presented for Hiltbrand. Bug Tussel University has offered 4 classes this spring and partnering with Barneveld library for some tech classes this summer. Advance Directive workshop was well attended. Older Americans Act Month Celebration community event not well attended. Dodgeville farmers market will double dollars for senior farmers market customers. Dementia Live event June 14. World Elder Abuse prevention day June 15 presentation. Pinwheels to be displayed in ADRC yard representing abuse cases.
8	Monthly Reports- possible action: a. Cash Flow Statement & CD Review- April/May 2023– Report provided. Last month's board meeting they had \$21,943; today \$89,200. Iowa County fund monies included in May cash flow. Boyle and McManus looking into changing First National CD for better rate.

	b. Budget Reports, Profit & Loss, Bill Pay- April; Year to Date 2023 – Nick Curran at Numbers4 NonProfits presented. Works with 90 different non-profits. Curran former auditor. SUN has now adopted accrual based accounting system. Gives better idea of numbers on month to month basis. Working on getting timely reports (20th of the month) to Nikki Mumm at social services for funding applications. A lot of cleanup needed to be done and make things up to date. Pretty much audit ready for 2022. Recent funding helped 2022, closed at approximately \$37,000. Line of Credit still not paid down, renews December. Took big chunks of funding monies (ie GWAAR) and spread them out monthly. Makes income about \$47,000 month which puts us underwater. \$50,000 loss through April. Cash flow at the moment ok but not long term if stays on this course we will have problems. Not sure how sustainable if we can't get more funds. Raise revenue or cut services only way to balance per discussion with Slaney and Curran. Increase in meal cost likely lost in wage increase. O'Brien posed perhaps have discussion with Curran at Executive Board meeting. Curran and McManus discussed GWAAR funds and spreading them out monthly. McManus questioned monthly GWAAR allocation amounts. Curran and Slaney and McManus will work together on this. McManus mentioned possibly more fundraisers, grants. O'Brien noted they will put this situation on the Lafayette County ADRC agenda. Big decisions may have to be made per Nankee. Other incomes may not have been considered per Curran, if there are it may help but will not take up the whole difference. Curran will attend Executive Board meeting. Budget vs actual next month's packet per Curran. McManus discussed report received yesterday from Numbers4 NonProfits. More of a balance sheet—assets, liabilities, expenses, revenues. Buchholz asked about Iowa County meals with Law Enforcement Center, possible September start date per McManus. c. Monthly Participant Numbers- April 2023 – Reports provided. Numbers down a bit more in Iowa County than Lafayette per McManus. Harcus mentioned making sure people are actually eligible for home delivered meals per assessments. First income with increased suggested meal contribution will show up this month per McManus. Motion to put reports on file by O'Brien, seconded by Boyle. Aye 6; Nay 0. Motion carried.
9	<u>GWAAR Contracts/Update:</u> Iowa County Concerns – per Slaney. BADR (Bureau of Aging and Disability Resources) released allocations to GWAAR. Allocation received by contracts not. Giving funds up front to help cash flow but need contracts. Recognize cash flow issue and need of truer picture. Always cash flow issue at beginning of year per McManus. Lafayette County Concerns – McManus working with Margaret Sutter and Harcus. Believed that Sutter doing January through April all at once.
10	<u>Staff/Site Issues/Reports:</u> a. New Manager in Blanchardville, Kathy Fargo was introduced prior to meeting, works 2 hours per day; helps with congregate and putting meals together for home delivery. Diana is training her. New Dishwasher employee in Dodgeville, Dennis Knutson. Has previous restaurant experience. b. Increase in rent at Arena Manor. Current \$50 per month, they would like to increase to \$100. McManus proposes to split the difference. No air conditioning in kitchen there. Currently pay Iowa County for office rent, Arena and Benton sites. Benton donates money back, basically reimbursing us. Can Arena help? Arena VFW site was left previously because of utility cost concerns. McManus will speak to Village. Motion by Richter to authorize McManus to go up to \$75 for monthly rent, second by Boyle. Aye 5; Nay 0. Motion carried. c. Dodgeville provider change – No new update at this time. Sheriff Peterson was working on hiring someone and looking at September 1, 2023 start date for meals. UWP requires a 60 day notice to discontinue. d. Job descriptions were distributed by McManus. Computer skills were added. Cooking Site Manager description needed. Consistency is necessary amongst the descriptions. Will discuss further at next meeting after board has a chance to review them. Orientation and evaluation forms were also distributed.

