



Seniors United for Nutrition

UNAPPROVED MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM SPECIAL BOARD MEETING

January 28th, 2024 at 1:30 P. M.
Lafayette County Multi-purpose room
11974 Ames Road Darlington, Wisconsin

Item	
1	Chairperson Masters called the meeting to order at 1:30 P.M.
2	Roll Call: <i>Members Present in the Community Room:</i> Chairperson Mel Masters, Emmet Reilly, John Myers for Dave Gollon, Lee Gill, Larry Ludlum and myself, Dody Cockeram. <i>Members Present Remotely:</i> <i>Members Excused:</i> Dave Gollon <i>Others Present in Community Room:</i> Christopher Bair, Tom Slaney, Daniel Nankee, Dana Harcus, Tom Slaney Nikki Mumm, Margaret Sutter, Jack Sauer Board Chair for Lafayette County. <i>Others Present Remotely:</i> Valarie Hiltbrand, Farrah Morrissey
3	Certification of compliance with open meetings law: C Baird verified the meeting was properly posted on 01/21/25. The agenda was emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.
4	Approval of the January 28, 2025 Agenda: Motion by E Reilly to accept the agenda, motion seconded by L Ludlum. Motion carried.
5	Approval of the December 17th 2024 Minutes: Motion by L Gill to accept the Minutes, motion seconded by E Reilly. Motion carried.
6	Reports from other Board member; opportunity for members of the audience to address the Board. No action will be taken: <i>Dan Nankee-</i> Commented on the News & Views, importance of the National Caregiver days, and moving the Welcome desk of ADRC to the front entrance of the HHS building. Pointed out the article on the agribility for farmers along with mental health matters. Also stated Wanda's last day was January 24th. <i>Wanda</i> – Advised Dodgeville Masonic Lodge has fund raisers every month making pasties. This coming Saturday they will be making pasties, the monies collected will be donated to the SUN program, they are looking for volunteers to help on Saturday. Let Wanda know if interested. <i>Farrah Morrissey</i> – Attended Via Zoom, but came in late, so the following was stated later in the meeting. Benton Meal Site Manager, Benton Community Development Corporation is holding their annual auction on Saturday Feb 1st at the Swiss Haus, Banfields. Happy hour at 5 with auction at 6 p.m. It was voted on that half of the profits made would be given to the VFW for improvements to the building. This is the building that houses the Benton meal site.
7	Aging & Disability Resource Center & County Aging Unit Reports: a. Lafayette County – Dana Harcus, written report, also noted Senior Social is being planned, working with Christopher and the SUN program to provide a meal in May. Aging Advocacy is May 13th 2025 all board members encouraged to attend. Reach out to Val or Dana if interested in attending. b. Iowa County – Valarie Hiltbrand – written report, also noted Thankful to AARP for helping with Tax Preparations. ADRC will be moving the front desk at the HHS building to the front entrance, effective March 3rd.
8	Monthly reports: a. Cash Flow Statement & CD review – C Baird went over the information on the N4N, showing current equity of \$195,375.32 and total liability of \$51,701.04. b. Financial Reports, Profit and Loss – C Baird stated \$200.00 to positive for Lafayette County. \$3000.00 in positive for Iowa County, should have exact numbers next month. c. Monthly Participant reports by county – C Baird stated Iowa County numbers are up, Lafayette County numbers are down. 43,000 meals served in 2024, 46,000 meals served in 2023. More participants are coming to congregate, less home delivered. Discussion took place on participant

	donations where they go and how are they reported. Exact numbers of meals served in 2024 was 43,061, preliminary combined budget for 2025 \$733,000.00. E Reilly stated if Numbers for Non Profit not accurate then why are we spending time doing it? C Baird explained that we do need them. E Reilly asked about breakdown of donations to be done by counties instead of by sites. C Baird explained this would be easier to do than by sites. Motion made by E Reilly to change to reporting of donations by county. Motion seconded by L Gill. Motion carried.
9	<u>Budget update</u> – C Baird stated Preliminary budget numbers for 2025 due to GWAAR, budget numbers change all the time on approvals, T Slaney stated usually happens April/May. N Mumm explained that December expenses get cut this week and just got paid for October. M Sutter states we also have to ask for County Levy about this time. T Slaney explained we try and give SUN What they need, knowing funding is coming so that SUN keeps running. C Baird stated \$206,000.00 GWAAR funding, \$57,689 Levy from Iowa County, \$100,000 from Lafayette County Levy, J Myers also noted that Iowa County has the Campbell Fund which also donates to SUN each year. T Slaney stated that each year, each county does different funding but usually balances out.
10	<u>Review and/or acceptance of RFP bids for office space</u> – Chairman Masters asked Vice Chair L Gill to take over so he could be involved in discussion Baird had an “apples to apples” comparison done on the RFP’s. E Reilly proceeded to introduce Jack Sauer from the Lafayette county Board and Mike McDermott, Mayor from the City of Darlington. Information was shared reference 3 year commitment, also fiber optic lines are under the ground from when the county had been there. Motion was made by E Reilly to move the SUN program/office to the Darlington location, Motion seconded by L Ludlum. Things that were brought up by members; travel/commute would not be a consideration to employees, there are other people in the Iowa County office that take over when SUN is not in office, SUN Director would have to take care of IT issues on top of his other duties. Roll Call vote called on the motion: Mel Masters, no; Dody Cockeram, no; Lee Gill, no; Emmitt Reilly, yes; Larry Ludlum, yes; John Myers, no. Motion failed. Motion was made by J Myers to postpone the decision to September 1, 2025 and start over with new RFP’s to look at a January 1, 2026 move, with the RFP’s being due 60 days prior to September 1st. Motion seconded by M Masters. Roll call vote requested by L Gill on the motion: Mel Masters, yes; Dody Cockeram, yes; Lee Gill, yes; Emmitt Reilly, no; Larry Ludlum, no; John Myers, yes. Motion carried. Motion made by J Myers to offer Iowa County \$500/month retro to January 2025 for rent, pending Iowa County Admin approval. Motion seconded by E Reilly. Motion carried.
11	<u>Updating SUN Program by-laws</u> –C Baird explained the need for updates to the By Laws. Motion by L Ludlum to execute the changes. Motion seconded by E Reilly. Motion carried.
12	<u>County Contract update:</u> C Baird has received the contracts for Lafayette and Iowa County, they are to be signed by Feb 20th 2025 in order to receive the funding. C Baird explained that there are drastic changes to the contracts especially Iowa Counties, he stated he cannot sign them due to unable to meet the expectations. N Mumm stated that everything that is in the contract is required by GWAAR. C Baird stated that the dispute resolutions was not in the previous contract, N Mumm stated that it is in article 19 of the contract. Discussion was held and was decided that C Baird will meet with Master, Gill, Slaney, Mumm, Schumacher and Harcus to negotiate the contracts. Director C Baird will schedule that meeting.
13	<u>Motion to go into closed session pursuant to 19.85(1)(c) for the consideration of performance evaluation data of any employee over which the governing body has jurisdiction or exercises responsibility. (to discuss and investigate personnel related situation(s), complete performance review(s), changes in Salary/Hourly pay) - Possible action:</u> Motion by E Reilly to go into closed session. Motion seconded by J Myers. Motion carried. Roll Call completed. Closed session at 3:03 P.M.
14	<u>Motion to return to open session:</u> Motion by J Myers to return to open session. Motion seconded by E Reilly. Motion carried. Return to open session at 4:12 P.M.
15	<u>Possible action on closed session item:</u> Motion by E Reilly to increase driver pay from \$11.02 to \$13.02 in 6 months, then to \$15.22 in 1 year. Motion seconded by Lee Gill. Motion carried. Motion by L Ludlum to set a straight pay scale for all meal site Managers starting at \$15.22 with increments to \$15.60/\$16.00/\$16.40, regardless of cook or catered position, with a caveat based on performance, can be increased sooner or postponed due to probation and/or poor performance. Motion seconded by M Masters. Motion carried.

	Motion by E Reilly to increase the SUN Director pay from \$56,160 per year to \$58,656 per year in order to meet the new Minimum Salaried Requirements of Fair Labor Standards act. Retroactive to January 1 2025. Motion seconded by Larry Ludlum. Motion carried. Motion made by M Masters to approve to have the current SUN Director work a 40 hour work week for the next 60 days if needed. Motion seconded by L Gill. Motion carried.
16	<u>Directors Report:</u> Fund Raising – Working on getting a committee together, gathering of information and people. Annual Appeal brought in over \$26,000 this year. Communication – C Baird reports that communication has improved between SUN staff, Lafayette staff. Been Working with Laurie Forseth, Nikki Mumm, communication with GWAAR has been followed as directed. IRS – Have some forms that need to be turned in, Wagner group not getting back with the forms in order to Get them turned into IRS on time, this could cause late fees etc. Wagner group does not do auditing.
17	<u>Board Chairs Report:</u> Chairman Masters stated that there has been a lot of hours put into the SUN program With meetings between M Masters, L Gill and C Baird. J Myers will make contact with D Gollon ref attendance
18	<u>Next meeting date and location & adjournment:</u> Next meeting: Tuesday February 25th 1:30 P.M. at Iowa County Health and Human Services building. Dodgeville WI. Motion to adjourn by D Cockeram. Motion seconded by M Masters. Motion carried. Meeting adjourned at 4:35 P.M.
	Prepared by: Dody Cockeram . Edits by: Dana Harcus .