

- 1. Meeting Called to Order-** at 1:03 P.M. by Chairman, Leon Wolfe, at the Health & Human Services Building, 303 W. Chapel St., Dodgeville, WI 53533.
- 2. Roll Call-** Iowa County Board: Justin O'Brien, Dan Nankee and Jim Griffiths. Lafayette County Board: Leon Wolfe, John Bartels, and Carol Korn. **Others Present-** Cecile McManus, Executive Director; Jay Loop, Financial Asst.; Valerie Hiltbrand, ADRC Manager, Iowa County; Robert Schroeder, ADRC Manager, Lafayette County and Quinn Mitchell, Accountant, Johnson Block.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on June 13, 2019, prior to the meeting, the agenda was posted at the HHS Building and via email to-Iowa County: The Dodgeville Chronicle and Deputy County Clerk. Lafayette County: The Republican Journal, County Clerk, and Deputy County Clerk. *Chairman Wolfe requested the records show that the meeting was properly posted.*
- 4. Approval of the Agenda – for the June 20, 2019 Board meeting-** Motion to approve agenda was made by Bartels. *Seconded by Griffiths. Motion carried.*
- 5. Approval of the Minutes, Board Meeting-** Motion to approve minutes for May 23, 2019 Board Meeting was made by Korn. *Seconded by Bartels. Motion carried.*
- 6. Reports from Board members; opportunity for members of the audience to address the Board-** Griffiths noted that the Spring Green Newspaper had an article showing there was no longer a Senior Meal Site in Spring Green, but some meals are being offered at the assisted living center at Greenway. Nankee brought in a picture of the stove his wife restored with olive oil and it looks like new. Nankee also commented on McManus's article on honey; stating it contains 15 more calories per tablespoon the granulated sugar. Honey is considered an added sugar. In the "News & Views" ,McManus talked about an article "The Emotional Benefits of Cooking", by Mellissa Locker (Southern Living.com) that showed that cooking classes can boost confidence and increase concentration. A little creativity in the kitchen can make people happier.
- 7. Aging Resource Center & County Aging Unit Reports-** **a.)** Schroeder listed the following events in Lafayette County: June 25th, Health and Wellness Day, Monroe High School. 9:00am-12:pm., June 26th, Medicare Presentation. 3:30-5:30pm Lafayette County ADRC Office; July 12th, Senior Day at the Fair, free transportation and music. On August 19th, 21st, 26th, & 28th "SIP & SWIPE", a class on how to better use your tablet, at ADRC Darlington. Dementia Care Session, free workshops, Monday July 29th, 9:30am-12:00pm at Health and Human Services Center, Community Room, Dodgeville. **b.)** Hiltbrand listed the following events: "Stepping On" started 5/1/2019 booster Session will be September 11th, at Health & Human Services Center. Green County took the lead for a Dementia Crisis Stabilization Grant which was awarded to Grant, Green, Iowa and Lafayette Counties. The Grant total is \$271,821.06. A four county workgroup has started working on facility upgrades for the location of the Dementia Crisis Stabilization Unit. June is Elder Abuse Awareness Month. You will see 58 pinwheels displayed throughout the month of June, which represent the 58 cases of alleged Elder Abuse reported to Iowa County Social Services/ADRC in 2018. Senior Farmer Market Voucher Distribution began 6/1/19, there are 110 vouchers available. "Walk with Ease" started June 17th form 10-11am at the Cobb Community Center.
- 8. Audit Report-Johnson & Block Representative-Quinn Mitchell-** The audit was completed for the year ending December 31, 2018. FASB Accounting Standard Update No. 2016-14 was implemented

during 2018. Management has reviewed and accepted the financial statements and adjusting journal entries. Assets remained comparable between years. Receivables decreased while cash increased. Restricted assets represent the CD that is held as collateral on the line of credit. Liabilities increased approximately \$50,000 due to the Lafayette County loan not being repaid prior to year-end and obtaining a line of credit with Farmers Savings Bank. As of 12/31/18, Cecile and Jay's sick leave balance of \$9,520 and \$3,039 respectively, totaling \$12,559 is considered vested. There was a negative change in net assets of \$32,223 for Iowa County, compared to a negative of \$1,748 in the prior year. A negative change in net assets of \$9,062 for Lafayette County compared to a negative change of \$39,571 in the prior year. GWAAR revenue increased \$14,557 between years. Contribution revenue increased \$5,047 due to serving 3,370 more meals in 2018. Local donations increased \$11,860 due to a \$3,000 donation from village of Benton, \$2,500 from Ameriprise Financial (Family Donation) and \$2,500 from Community Foundation of Southern Wisconsin in 2018. More people are using Family Care providers, resulting in an increase of \$14,828 in purchase of service contract revenue. Food expense increased \$39,833 due to serving more meals and increase in food costs during 2018. Auditor's Report on Internal Control over Financial Reporting and on Compliance showed no instances of noncompliance. Some of the significant items discussed include allocation of expenses by function, depreciable lives of property and equipment and valuation of donated rent and utilities. Sensitive disclosures concern concentration of duties and procedures. Difficulties encountered in performing the audit since balance sheet accounts not reconciled.

9. Monthly reports-possible action-a.) Cash Flow Statement showed beginning balance as of May 23, 2019 of \$12973.00, donations of \$6,611.00, with total deposits of \$65,788.70, minus total vouchers of \$28,706.72, leaving an ending balance of \$50,054.98. CD's showed interest of \$2.33 added, making new total for Set-Aside funds of \$76,187.03, minus revolving loan of \$15,000 (\$25,000 minus payment of \$10,000) leaves \$61,187.03. **b.)** Budget Reports for the month of May showed total income of \$22,688.44 and total expenses of \$46,163.65, leaving a net balance of minus \$23,475.21. YTD shows a net decrease of \$8,793.95; the biggest factor is no GWAAR funds this month. **c.)** Monthly Participant numbers for May showed 4333 meals were served. Total meal donations received were \$15,944.67. The meal counts for Dodgeville (998), Argyle (416), Arena (265), Highland (371), Linden (335), Benton(331) and Shullsburg (361) showed growth. The Total meals YTD 19,667, down from 21,221 YTD 2018. Motion to approve reports was made by Korn. Seconded by O'Brien. Motion carried.

10. Staff/Site Issues-a.) Provider change request-Mineral Point- McManus talked with the people at the Walker House, they can only do Mondays and Fridays. But they suggested the Point IGA may be a possibility. McManus talked with Point IGA and they will get back to us. The Hodan Center Food Service director is getting impatient. **b.)** Arena: Great news, Candy Wilson is not leaving, she turned down the other job.

11. Policy Change- Retirement Plan:XXV. B A motion was made by Griffiths to eliminate this statement maximizing the percentage. Auditors stated this was illegal. Seconded by Nankee. The retirement plan, after discussion, was changed by eliminating B.: Each employee determines amount of self-contribution with a combined employee/employer maximum contribution of 15% of gross income. Motion carried.

12. Grant Update-We received a \$500 Grant from Mineral Point Community Fund for mileage and stipends. Darlington Grant ceremony is at the Opera House; we received \$500 for an electric bag and trays. Korn will attend the Shullsburg Grant ceremony on Saturday at 9:30am; we received \$1,000 for a new steamtable. In Blanchardville we resubmitted the Grant for SUN to own the cooler placed at the

Viking Café; the \$2,800 cost breakdown is \$1,000 Grant, \$530 SUN & \$1270 Viking. At this point, Kristin Mitchell from Mineral Point Community Foundation arrived to present the grant. A picture was taken of all the Board & Staff.

13. Director's Report- We had a GWAAR training session outlining new financial procedures. We will file by the 10th rather than the 15th. All funds will become available faster than in the past. The regional Sysco (Vizient) meeting is July 18th in Jackson, WI. We are setting tentative dates for the Volunteer Appreciation of 9/19 or 10/17 at the Walker House. The Fall Regional training will be 10/29/19 at Dodgeville. We will have our Nutrition Assessment around August 22nd. (Once every 3 yrs.) This will cover every aspect of our program, including a site visit.

14. Training Request- None at this time.

15. Chairman's Report- None at this time.

16. Vouchers-possible action- Nankee made a motion to approve all vouchers. Seconded by Bartels. Motion carried.

17. Next Meeting Date & Adjournment- the next meeting is set for July 17, 2019, following lunch, which is at Noon; at the Arena Manor, 343 West St., Arena, WI, 53503. Motion to adjourn was made by Griffiths. Seconded by O'Brien. Motion carried. 3:32pm.