

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
Serving Iowa and Lafayette Counties, aka The SUN Program
BOARD OF DIRECTORS MEETING MINUTES of September 25, 2019.

- 1. Meeting Called to Order-** at 12:52 P.M. by Chairman, Leon Wolfe, at Benton VFW, Main Street, Benton, WI, 53803.
- 2. Roll Call-** Iowa County Board: Justin O'Brien, Jim Griffiths and Dan Nankee; Lafayette County Board: Leon Wolfe, John Bartels and Carol Korn. **Others Present-** Cecile McManus, Executive Director; Jay Loop, Financial Asst; Robert Schroeder, ADRC Manager, Lafayette County; Excused: Valarie Hiltbrand, ADRC Manager, Iowa County.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on September 18, 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 September 25, 2019 Board meeting-** Motion to approve the agenda was made by Bartels. *Seconded by Nankee. Motion carried.*
- 5. Approval of the Minutes, Board Meeting-** Motion to approve minutes for September 25, 2019 Board Meeting was made by Korn. *Seconded by O'Brien. Motion carried.*
- 6. Reports from Board members; opportunity for members of the audience to address the Board-** McManus shared a picture of the flowers sent by the Board & Staff for her mother's funeral and passed around a Thank you card. McManus shared her experience at being a Care Giver and how difficult it can be. Nankee thanked the Board for changing the date so he wouldn't miss two in a row. He commented on McManus's article in the News & Views on food as medicine; McManus mentioned the Idaho Task Force on Hunger using medical settings to prescribe vegetables & fruits.
- 7. Aging & Disability Resource Center & County Aging Unit Reports-** a.) Schroeder stated that on Sunday, October 6th Walk/Run to Remember" program; Badger Park in Shullsburg, the DCS will have a booth/display setup. Wednesday October 9-Educational event-"Medicare Part D-Educate yourself and Save \$\$"; 5:00-7:00pm, ADRC/15701 County K, Main Floor conference room. Register by calling ADRC, 608-776-4960. The EBS will be partnering with Monroe Clinic for Medicare 101/Advanced Directives presentation at EMS Building in Argyle on Thursday, October 10th from 5pm-7pm. Open enrollment for Medicare Part D begins on October 15th through December 7th. ADRC is currently running a falls prevention class, "Stepping On", through October 18th, at the Darlington meal site. Lafayette Manor will be having an Alzheimer's Dementia Walk on Saturday, October 26th from 9 to 1.
b). Hiltbrand had no report.
- 8. Monthly reports-possible action-a.)** Cash Flow Statement showed beginning balance as of August 15, 2019 of \$10,095.36, donations of \$21,908.50, with total deposits of \$92,933.30, minus total vouchers of \$55,276.56, leaving an ending balance of \$47,752.10. CD's showed interest of \$1.97 added, making new total for Set-Aside funds of \$76,193.59, minus Line of Credit of \$25,000, leaves \$51,193.59. **b.)** Budget Reports for the month of August showed total income of \$22,547.98 and total expenses of \$48,948.79, leaving a net balance of -\$26,400.81. YTD shows a net decrease of \$33,010.27; we're waiting on GWAAR funds. **c.)** Monthly Participant numbers for August showed 4028 meals were served. Total meal donations received were \$17,805.64. The meal counts were up from the

previous year at most sites this month. Dodgeville (1048), Argyle (407), Arena (307), Highland (271), Linden (342), Benton (268) and Shullsburg (359) all were up from last month. The Total meals YTD is \$30,616 down from 33,977 YTD 2018, mainly due to 9 missed days in January and February. Motion to approve reports was made by Nankee. Seconded by Korn. Motion carried.

9. Staff/Site Issues, reports- There has been some issues with the amount of food the Dodgeville site is receiving from Bloomfield Manor, mainly shortages. Also some questions on quality; some food spicy and over cooked. McManus to set up a conference with Management to iron out these issues.

10. Annual Report- The Levy information was added to the previous report. Motion to approve the report was made by O'Brien. Seconded by Bartels. Motion carried.

11. Annual Appeal-discussion-McManus recommended we use a similar format as last year and shoot for around December 1st to mail. O'Brien offered to help format the flyer again. McManus brought up the idea of "Giving Tuesday", the Tuesday before Thanksgiving, as a possible additional fund raiser.

12. Grant Update- The Jennie Olson grant is due October 1; Will submit for the same as last year-- \$7,000 for the Dodgeville site.

13. Director's Report-McManus thanked Loop for taking care of things while she was in Montana for 3 weeks. McManus will have a table set up at the upcoming Expo, September 27th at Hidden Valley Church. We are expecting 55 people to have lunch. The Volunteer Appreciation Day is October 17 at the Walker House in Mineral Point. Handicap access is behind the building. After discussion with Jean from GWAAR, during Nutrition Assessment, all participants under 60 years old must pay full meal price of \$10.95. She will also be able to give us a summary from all the surveys entered in the system, to present to Board.

14. Training Request- None at this time. Regional training is in October at HHS Building in Dodgeville.

15. Chairman's Report-Thanked Loop for handling things while McManus was out for mother's care and funeral.

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

19. Next Meeting Date & Adjournment- the next meeting is set for October 17, 2019, following the Volunteer Appreciation Party at 9:00, at the Walker House, 1 Water Street, Mineral Point, WI, 53565. Motion to adjourn was made by Griffiths. Seconded by Bartels. Motion carried. Meeting adjourned at 2:49pm.