

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
Serving Iowa and Lafayette Counties, aka The SUN Program
BOARD OF DIRECTORS MEETING MINUTES of ~~DECEMBER 17, 2019~~. Jan. 23, 2020

1. **Meeting Called to Order- at A.M. by Chairman, Leon Wolfe,** at the Dodgeville site, Hidden Valley Church, Dodgeville, WI 53533.
2. **Roll Call-** Iowa County Board: Justin O'Brien, Jim Griffiths and Dan Nankee; Lafayette County Board: Leon Wolfe, John Bartels. Others Present- Cecile McManus, Executive Director; Jay Loop, Financial Assistant; Excused: Carol Korn, Lafayette County Board; Bob Schroeder, Manager ADRC Lafayette County and Valerie Hiltbrand, Manager ADRC Iowa County.
3. **Certification of Compliance with Open Meeting Law-** Loop stated that on January 16, prior to the meeting, the agenda was posted at the HHS Building and via email to-Iowa County: The Dodgeville Chronicle and 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 January 23, 2020 Board meeting-** Motion to approve the agenda was made by Griffiths; *seconded by O'Brien. Motion carried.*
5. **Approval of the Minutes, December 17, 2019 Board Meeting-** Motion to approve minutes was made by O'Brien; seconded by Nankee. Motion carried.
6. **Reports from Board members; opportunity for members of the audience to address the Board.** Nankee reported on the January News & Views & McManus's article: encouraging seniors to come to the sites, a reason to get out and eat; February is leap year; McManus is following the new Eat Well, Age Well program from GWAAR; February's article talked about eggs, rich in protein, zanthin, good for skin and eyes. Nankee mentioned he saw a picture of Marcella Stanek in the paper, celebrating her 90th birthday; she is PAC rep. from Highland and long time participant.
7. **Aging & Disability Resource Center & County Aging Unit Reports- a.) Lafayette County Updates:** AARP Tax Assistance taking place in Argyle at First National Bank on February 10 & March 16; Town Bank in Darlington on Mondays of February 24, March 2, 9, 23 and 30, and April 6. Call 776-4960 to schedule appointment. Stepping On class March 20 – May 1 at Shullsburg Townsend Community Center, also the meal site.
b.) Iowa County Updates: McManus reported for Hiltbrand: the ADRC & SUN are arranging a lunch to include Family Care representatives, at the Arena site on February 6. There will be time before lunch to speak with each other, and any residents who desire. This is one of Hiltbrand's nutrition goals for her aging plan.
8. **Monthly reports-possible action-a.)** Cash Flow Statement showed beginning balance as of December 17, 2019 of \$12,015.99; donations of \$11,164.73, with

total deposits of \$56,903.20, including \$45,566 in GWAAR allocations, minus total vouchers of \$67,550.60, leaving an ending balance of \$12,533.32. CD's showed interest of \$1.68, making new total for Set-Aside funds of \$76,200.85; taking away the line of credit of \$25,000, leaves total of \$51,200.85.

b.) Budget Reports for the month of December showed total income of \$39,699.74 and total expenses of \$39,468.25, leaving a net negative balance of (\$8,489.80). YTD shows a net decrease of \$39,319.84; we're waiting on GWAAR funds. **c.)** Monthly Participant numbers for December: total meals of 3960, up from previous year of 3643. Total meals for 2019 is 46,867, down about 3000 from 2019; 9 closed days due to weather in 2018 made the difference. Total meal donations received for December were \$14,621.47, up slightly from the previous year of \$14,516.04. Total donations for the year were \$180,039.58. Several sites showed increases in counts compared to 2018: Arena (283), up 59; Mineral Point (260), up 95; Linden (264) up 77; Benton (378), up 88, and Shullsburg (382), up 78. Motion to approve report was made by Bartels; seconded by Griffiths. Motion carried.

9. Staff/Site Issues/Reports – Mineral Point/Linden: Time of food pickup from Livingston by Linden can be issue if late; meals leave Linden later for Mineral Point; Eunice Naeger, Linden manager is working on it with driver. Volunteer drivers for MP are searching new routes for most efficient delivery to rural seniors; comments are very good on food quality, with larger portions. Cost will be up, as noted in budget, due to more mileage paid, and increase in meal cost.

10. Fundraising Discussion & Review-a) Annual Appeal: Total is \$6566. McManus brought wrong list from prior year, in comparing years; will bring correct one next meeting. **b) Giving Tuesday:** Total was \$350, all coming from Benton; two checks came later from local businesses. This was first year. **c) Culver's share Event:** total was \$266; this is 10% of sales that evening. Somewhat disappointing, especially the follow-up from Culver's rep to questions from O'Brien, who was developing the poster, table tents, etc. Thanks to Jay Loop, Cecile McManus, Justin O'Brien, Janis & Danny Wirts, & Joan Davis who helped at Culvers'.

15. (Agenda numbered wrong)Grant Update: McManus reported the United Fund grant was submitted; due on January 6; asking for \$8000 for Home Delivery expenses for Iowa County; waiting to hear on DUWI grant.

16. Director's Report: McManus applied for and received an extra \$5000 from GWAAR for congregate site in Dodgeville – had to be congregate; have not received contract for that yet. She attended a Commission on Aging meeting in Darlington on January 15; lots of good questions; some food complaints given by Shullsburg representative; McManus will follow-up; one sounds similar to complaint from about 1 ½ years ago. Benton & Shullsburg are forming a Dementia friendly group, and are including both SUN managers; Benton manager Farrah Morrissey has been part of the groups for several months; working on form to gather information from

those with dementia, for EMT's, Sheriff's department, & SUN to help in working with them.

17. Training Report: McManus would like to attend the Wisconsin Dietetic conference in April; estimate cost for registration, room & mileage is \$485. It is in the budget. No other request.

18. Chairman's Report: Wolfe was glad we received the GWAAR funds finally.

19. Vouchers- possible action-Nankee made a motion to approve all vouchers. Seconded by O'Brien. Motion carried.

20. Next Meeting Date & Adjournment- Next meeting date will be Thursday, February 20, 2020 at Darlington site, Municipal Building, Darlington, WI; 11:30 lunch, with meeting to follow. Adjournment was 2:27 PM.