

**Serving Iowa and Lafayette Counties, aka The SUN Program**

BOARD OF DIRECTORS MEETING MINUTES SEPTEMBER 21, 2020.

**1. Meeting Called to Order at 1:01PM via Electronic Videoconference (Zoom) by Chairmen Dan Nankee, from the HHS Community room.****2. Roll Call-**

Members Present: Iowa County: Dan Nankee, Justin O'Brien and Doug Richter; Lafayette County: Via Zoom: Carol Korn, Robert Laeser, and Nancy Fisker.

Others Present: Cecile McManus, Director; Jay Loop Financial Officer. Others Via Zoom: Bob Schroeder, Manager ADRC Laf ; Valerie Hiltbrand Manager Iowa ADRC.

**3. Certification of Compliance with Open Meeting Law** Loop stated that on September 14, 2020, the agenda was posted at the HHS building and Emailed to the Dodgeville Chronicle and Lafayette Republican Journal. Also emailed to Iowa and Lafayette County Clerks. Chairmen Nankee *requested the records show that the meeting was properly posted.***4. Approval of the Agenda for September 21, 2020 Board Meeting-** A motion was made by Laeser to approve the Agenda. Seconded by Fisker. Motion carried.**5. Approval of the Minutes, August 20, 2020 Board Meeting-** Korn made a motion to approve the minutes. Seconded by Richter. Motion carried.**6. Reports from Board Members; Opportunity for Members of the Audience to Address the Board-**Nankee stated that the report Farrah Morrissey gave regarding the Benton site was great. Nankee commented on the good press for Tom Faull, a volunteer at the Linden site. Thanks for the service Tom. With some COVID cases at Bloomfield, there is no problem with food transfer to Dodgeville. Quoting from McManus's article in the News and Views, the Annual Report showed that of the approximately 50,000 meals, 70% were Home Delivered and 30% were Congregate. Donations were about 35% of income, Iowa Levy was \$34,600 and Lafayette Levy was \$36,360.**7. Aging & Disability Resource Center & County Aging Unit Reports-**

Hiltbrand stated that though the Health and Wellness Expo had been cancelled due to COVID-19, they are offering some virtual opportunities for folk to connect in other ways. All month long they will be inviting people to #SpreadSmiles to one another. Those who hashtag #SpreadSmiles on Facebook or Instagram and those who attend their events will be entered in to win some great incentive prizes. Parking Lot Bingo (with Agrace), Story Hour (With Mineral Point Library) and Identity Theft; Protect and Prevent (with DASTCP). On September 24<sup>th</sup>, Virtual Trivia will be played, with fun questions about health and wellness. Prevention Programs include Powerful Tools for Caregivers (online) & Boost Your Brain and Memory (online). There are waiting lists for each and are

working on scheduling more classes. Part D season is fast approaching, starting October 15<sup>th</sup>. They will be assisting consumers via mail, phone and online. **b.)** Schroeder stated the office doors are now open to the public as of September 1<sup>st</sup>; they will continue to work with 50% of the unit capacity. Call volumes for EBS/DBS I&A's have continued to increase over the past months; all continue to be busy over the past month. Aging program notes show Transportation calls are picking up for rides to doctor appts. APS calls/referrals, guardianships and protective placements all seem to be on the increase the last few months. Virtual Aging Mastery Program beginning Sept 29 thru Oct 29-an innovative and educational 10 class health and wellness program that focuses on things that are good for older adults.

**8. Monthly reports-possible action.** Loop released the following numbers:

**a.)Cash Flow and CD Review-**Checking account balance as of August 20, 2020 was \$68,631.91. Balance as of September 21, 2020 is \$15,193.36. Total deposits 13,893.98 plus beginning balance of 68,631.91 is \$82,525.89, less total vouchers paid \$67,332.53 leaves \$15,193.36. Fisker had questions about the cash flow statement and the vouchers. We normally include a list of vouchers with the statement but ran late this month. The Vouchers are all at the meeting to be signed, so if there is any question we can deal with it. Fisker also questioned the total debt picture. In the future we will include the trial balance which will show all outstanding debt. We had to redo the Set-Aside report to show the CD renewals and new terms and rates, as well as correct banks.

**b). Budget Reports-** Total Income August was \$82,727.10; Total Expense for August was \$60,065.44. Net Gain for August was \$22,661.66. YTD Income was \$443,417.52, YTD Expense \$380,790.53. Increase YTD \$62,626.99.

**c). Site Numbers-**Total meals served Iowa Cty August 2422. Total meals served Laf Cty August 1900. Total meals YTD 18,319 Iowa, Total meals YTD 14,385 Laf Cty.

Motion to approve reports was made by Korn. Seconded by O'Brien. Motion carried.

**9. Budget Discussion-** McManus stated she has asked for the same Levy request as 2020 for 2021. (\$34,640 for Iowa County and \$36,360 for Lafayette County). McManus stated total projected Income for 2021 of \$574,303 and total projected Expense of \$570,378. The largest projected expenses were Contract food (\$207,000), Raw Food (\$45,490) and Personal Wages (\$211,976). GWAAR funds are projected to be about the same (\$180,495). She stated this was a very preliminary budget; no meal contracts have been renewed.

**10. Staff/Site Issues/Reports-a). a.)Highland-Hiring of Manager-**McManus stated there was no real progress in Highland. The only way to get someone is probably locally. **b). Reopening Sites-**All seems to be going well at Benton. Dodgeville seems to be going well also. Darlington, Shullsburg, Belmont, and

Linden remain closed to congregate meals. Arena is also closed because of housing arrangement. McManus stated she and the Belmont manager are discussing

reopening the Belmont congregate site on October 1. Fisker had questioned as to whether we were checking temperatures of congregates. McManus stated we do not have the proper equipment to do that, but could get it if necessary. She read a message from Deb Siegenthaler, Health Officer of Iowa County, stating it is a mixed bag with temp screening; it won't catch all COVID-related illness. Oral temp taking is most accurate, but site managers would not be expected to administer this, and it can create opportunity for person-to-person transmission. It was left that congregates should screen themselves before coming to the site, and abide by the guidelines there. *There was discussion of a plan on what to do if staff or part, get COVID.*

**11. Annual Appeal-**McManus stated we need to review the materials we used last year and update all lists; she asked the board to help with that. O'Brien stated he would help again.

**12. Grant Update-** The Jennie Olson Grant is due on October 1<sup>st</sup>. McManus will again apply for Dodgeville. It can't be used for operating funds. McManus thanked Farrah Morrissey for attending the Benton grant reception on August 26, where \$900 was awarded to SUN.

**13. Directors Report** – McManus stated we received some COVID funds (\$5,000) from the Highland State Bank in Highland. The Staff will have a meeting and training on October 9<sup>th</sup> in the HHS Building in Dodgeville from 9am to 2:30pm. One of the speakers will be Rob Bell, a national speaker who lives in Lancaster, who is very interesting, funny and will be uplifting. Other topics for the training will be Mental Health & ADRC Services. All COVID guidelines will be in place.

**14. Training-**None at this time.

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

**16. Vouchers- possible action-** O'Brien made a motion to approve all vouchers present; seconded by Richter. Motion carried.

**17. Next Meeting Date & Adjournment-** Next meeting date will be Thursday, October 15, 2020 at the HHS Building in Dodgeville at 1:00 pm. Motion to adjourn made by Korn. Seconded by Fisker. Motion carried. Adjourned 3:12pm.

