

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 18, 2021.

1. Meeting Called to Order at 12:45 P.M. by Chairman Dan Nankee at the Benton Meal Site, VFW Building Main Street, Benton, WI, 53803.

2. Roll Call-

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

Others Present: Cecile McManus, Director; Jay Loop, Financial Officer; Farrah Morrissey Benton Manager; ADRC Iowa Manager, Valarie Hiltbrand was an excused absent.

3. Certification of Compliance with Open Meeting Law Loop stated, that on November 11, 2021 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 November 18, 2021 Board Meeting- A motion was made by O'Brien to approve the Agenda. Seconded by Fisker. Motion carried.

5. Approval of the Minutes, October 21, 2021 Board Meeting-Korn made a motion to approve minutes of October 21, 2021. O'Brien made a correction to the minutes; the unused personal days will be paid at year end. Justin then seconded the motion. Motion carried.

6. Reports from Board Members; Opportunity for Members of the Audience to Address the Board-McManus brought attention to the donations Farrah has received for the Benton dishwasher. There was discussion on the various scams going around. Morrissey mentioned she & volunteers are doing Thanksgiving Dinner for Benton with all donations going to SUN. GWAAR held a virtual meeting on November 16th from 2:00-3:30pm. Given the additional funding through the America Recovery Plan Act (ARPA), we will have been getting a significant number of requests for information. This new funding will be arriving soon per contact with BADR Fiscal on 10/28, however we do not have a specific date. This contract represents a significant amount of additional funding with a spending deadline of 9/30/2024. These funds will be distributed in two (2) separate disbursements (each 50% of the total allocations). The first one will be effective 10/01/2021 and the second will be effective 10/01/2022. It will provide substantial allocations in III-B, III-C1, III-C2, III-D, and III-E. The first contract period, providing 50% of the total allocations, will be 10/01/2021-12/31/2021. The second contract period, providing 50% of the total allocations, will be 10/01/2022-10/31/2022.

- 7. Aging & Disability Resource Center & County Aging Unit Report: ADRC Reports:** **a.** Robert Schroeder hasn't been replaced yet. The ADRC in Lafayette County is holding interviews for several positions. **b.)** Valerie Hiltbrand was out due to COVID, so McManus gave her report. There is Yoga for seniors 12/6/2021 & 2/7/2022. November is National Family Caregivers Month. Caregiver Renewal Day was held the morning of November 18. The ADRC of Southwest is joined the ADRC of Jefferson County to share a live, virtual presentation by Teepa Snow. Teepa Snow created the Positive Approach to Care training strategies, which are effective techniques for anyone seeking to optimize care and support for those living with brain changes. The 2022-2024 Aging Unit Plan was approved by the ADRC Board and HHS Committee in October. It was then submitted to Greater Wisconsin Agency on Aging Resources on November 3, 2021. Part D open enrollment started October 15 and runs through December 7, 2021. The Elder Benefit Specialist Program is highly utilized during this period of time. There are some big changes for 2022, including far less plans being offered. Holiday Stress: Community Conversations will be a virtual forum available to the community to discuss and support each other through Holiday Stress. This will be held December 16, 2021 at 1:00pm. Contact ADRC to register.
- 8. Monthly reports-possible action.** Loop released the following numbers:
- a.) Cash Flow and CD Review-**Checking account balance was \$22,848.50 as of November 18, 2021. Total deposits \$42,030.40 plus beginning balance of \$44,527.97 is \$86,558.37 less total vouchers paid \$63,709.87 leaves \$22,848.50. Set-Aside fund was \$70,609.73.
- b). Budget Reports-** Total Income for October \$24,412.99; Total Expense for October was \$52,304.87. Net decrease for October was \$27,891.88. YTD Income was \$530,081.04. YTD Expense \$504,288.58. Increase YTD. \$25,792.46.
- c). Monthly Participant Numbers-**Total meals served Iowa Cty, October 2658. Total meals served Laf Cty, October 2008. A motion was made, to file the reports, by O'Brien. Seconded by Fisker. Motion carried. O'Brien made a motion we re-open the \$25,000 line of credit at Farmers Savings Bank using the CD. Seconded by Laeser. The signers will be Dan Nankee (Chairman) and Cecile McManus (Director). Motion carried.
- 9. 2022 Meal Provider Contracts-**We have all but one contract back; waiting on Lafayette Manor. Betsy's Kitchen notified us they will not be providing meals for Highland and Avoca for 2022. If Linden does the meals we will have to hire another person to help. McManus presented the changes for each site; estimated \$10,000 increase.
- 10. 2022 Budget Discussion-** Nothing different until the numbers come in, from caterers and GWAAR.

11. Staff/Site Issues/Reports-a.) Dodgeville manager position- still vacant, nothing new to report, have ads running in the newspapers and on SUN Facebook page **b.)** Financial/Office Assistant position- Jay Loop gave his resignation notice; he will stay till the end of the year or until they hire someone.

12. Annual Appeal-O'Brien is working on the letter for the newspaper insert and direct mailing. Joan Davis will get pictures.

13. Grant Update- a.)DUWI grant is due 12/30/21. McManus applied for \$8,000 from Jenny Olson Fund. **b.)** We got two gift cards, each \$500.00, from Salvation Army for Walmart.

14. Training Requests: None at this time.

15. Director's Report- At this time we are getting Emergency meals to each site for bad weather days. About 200 bags total, 400 meals.

16. Chairman's Report- Nankee made the Iowa County Board aware of the fact that SUN raised \$40,000 in grant money and fundraising, including the Annual Appeal.

17. Vouchers-Approval-O'Brien made a motion to approve the vouchers. Seconded by Richter. Motion carried.

18. Next Meeting Date & Adjournment-After discussion the meeting was set for December 16, 2021 at Health & Human Services building at 303 W. Chapel St., Dodgeville, WI, 53533. 1:00 P.M. Fisker made a motion to adjourn. Seconded by O'Brien. Motion carried. 3:40pm.