

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES APRIL 21, 2022.

- 1. Meeting Called to Order at 12:41 PM by Chairman Dan Nankee at Belmont Community Building, 222 S. Mound Street, Belmont, WI 53510.**
- 2. Roll Call-** Members Present: Iowa County: Dan Nankee, Doug Richter, and Justin O'Brien. Lafayette County: Scott Pedley. Others present; Kelly Haakenson, Financial Officer; Cecile McManus, Director; Dana Harcus, ADRC Manager, Lafayette County and Valerie Hiltbrand, ADRC Manager, Iowa County.
- 3. Certification of Compliance with Open Meeting Law** Haakenson stated, that on April 14, 2022 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. Chairman Nankee *requested the records show that the meeting was properly posted.*
- 4. Approval of the Agenda for April 21, 2022 Board Meeting-** A motion was made by Pedley to approve the Agenda. Seconded by Richter, with the amendment of moving the Director's Evaluation to another month. Motion carried.
- 5. Approval of the Minutes, March 17, 2022 Board Meeting-** Richter made a motion to approve the minutes of March 17, 2022. O'Brien then seconded the motion. O'Brien asked that they change minutes to reflect under the director's report that he was not at the last meeting to "advise" on the flyers. . Motion carried.
- 6. Reports from Board Members; Opportunity for Members of the Audience to Address the Board-**Nankee mentioned the News and Views article regarding the SUN Program and grant from United Fund of Iowa County.
- 7. Aging & Disability Resource Center & County Aging Unit Reports-**
 - Dana Harcus from ADRC in Lafayette County:** Office is almost fully staffed but still has one open position. Senior Social is usually in May but they are hoping to do it in the fall. They are planning for the Pie Contest and music at the Lafayette County Fair; looking for more participation in the Belmont Ambulance Breakfast by offering free transportation. The ADRC bus will be used for new county board member orientation. Scam Bingo will be offered in the fall to alert seniors to scams. They will be offering some Title III dollars to give CPR training to volunteer drivers. Upcoming regional programs: Savvy Caregiver and Boost Your Brain and Memory. Alzheimer's Conference will be in May. There is a survey available to caregivers that they can complete and receive an Amazon gift card.
 - Valerie Hiltbrand from ADRC in Iowa County:** We had a Disability Benefit Specialist start at the beginning of April. Lafayette has been assisting us in the last couple of months and that is much appreciated. All residents form

Bloomfield have been relocated to new settings. The Veterans Service Office will officially take over the Health Equipment Loan Closet Program (HELP) on May 1, 2022, the Veterans Service Officer has been working with Environmental Services on the transition for a couple months now. Stepping On is happening in Mineral Point on Thursdays through the first week of June. Stand Up and Move More (in person) will be offered in Hollandale in May and in Ridgeway in June. The ADRC and Department of Social Services have been assisting the SUN Program with meal delivery when available. We recently did some advertising on the radio for volunteers and included SUN. April is Volunteer Appreciation Month. We are hosting a Volunteer Appreciation Luncheon next week for our volunteers. The ADRC is doing a drive for incontinence supplies. Wisconsin Aging Advocacy Network is planning a Virtual Aging Advocacy Day for May 11 from 1:00-4:00. Older Adult Advisory Board: The Veterans Service Office and ADRC will be helping the UW School of Nursing to recruit 10 RURAL people who are over the age of 65 to be a part of this board.

8. Monthly Reports-possible action. McManus released the following numbers:

a.) Cash Flow and CD Review-Checking account balance is \$116,513.14 as of April 21, 2022. Total deposits \$120,250.17 plus beginning balance of \$52,508.32 is 172,758.49 less total vouchers paid \$56,245.35 leaves \$116,513.14. Set-Aside fund was \$46,758.07. A large portion of money is additional funding from GWAAR for year 2021 for Lafayette and Iowa counties that was unexpected and is a one-time thing. Pedley asked what typical amount from GWAAR is; we budget for \$160,000 but usually get \$200,000.

b.) Budget Reports- Total income for April was \$61,108.65; Total Expense was \$56,061.12; Total increase for the month was \$5,047.53. McManus gave report on the Emergency Food and Shelter Program, which the SUN Program applied for in both counties.

c.) Monthly Participation Numbers-McManus reported on Iowa County numbers: Arena counts are up; Highland no longer has breakfast and no site so the meals have gone down; Mineral Point is all home delivery but recently had some growth; Dodgeville is high like usual with an average of 53; Linden is about the same; Hollandale comes out of Lafayette County. Lafayette County: Darlington/Argyle and Blanchardville are up; Benton, Belmont, and Shullsburg are down. A motion was made, to file the reports, by Pedley. Seconded by O'Brien. Motion carried.

9. Staff/Site Issues/Reports-a.) McManus explained Staff Mileage Reimbursement Sliding Scale document to reflect ^{a maximum of 4.50} \$4.00/gallon. Explained Mileage reimbursement is for out of town, and Stipend Reimbursement is for in-town. Motion to approve new Staff Mileage Reimbursement Sliding Scale, effective May 1st was made by O'Brien and second by Richter. Motion Carried. **b.) Dodgeville Provider Change**-Bloomfield closing- considering Summit Management as a provider. Currently getting food from UW Platteville. Summit quoted a meal price of \$4.00 with a \$375/day management fee. McManus compared quotes from UW Platteville and Summit. Total costs for Summit would be \$9.75/meal and UW Platteville would be \$6.70/meal. Discussion about attempting to do a cooking site in

Dodgeville. McMannus would like to stay with UW Platteville as long as possible. Motion made by Pedley that the SUN Board is disappointed with the negotiations with Summit and has authorized the Executive Director to explore alternatives including the continued use of UW Platteville. Second by O'Brien. Motion carried. **c.)** Financial/Office Assistant Introduction-New Hire-Kelly Haakenson started on March 29th. Loop stayed to train her until 4/14/22. **d).** Schedule Evaluation of Director-McManus; will get the evaluation forms to the Board. This was amended at the beginning of this meeting.

10. Annual Appeal-Update- We have exceeded \$9,000 but nothing came in last month.

11. Grant Update-a.) *Community Foundation of SW WI-Blanchardville/Hollandale gave \$500. That was for electric bag and some trays. Other grants United fund of Iowa County gave \$8,000. Emergency Food and Shelter for both counties will also be giving funding soon.*

12. Training Request- McManus paid for her own training to get an early bird special for a Dietetic Conference in May. She may ask for reimbursement, if budget allows. McManus reported that her recent training included tips on doing better at the job, improving brain health and ketogenic treatment for neurological diseases, and how to treat kidney failure with nutrition. She will bring some more information with her next time.

13. Director's Report-Benton dishwasher was installed on April 13. The cost of the dishwasher went up \$500 which brought the total to \$8,000 for a commercial dishwasher. The meal site manager did quite a bit of fundraising for the dishwasher. O'Brien said thank you to the meal site manager for raising funds. Bloomfield closed so Iowa County donated many food and kitchen items to the SUN Program. Wells Fargo in Dodgeville is closing, effective July 13. McManus will transfer banking to Farmers Savings Bank in Dodgeville. McManus thanked Department of Social Services and ADRC for their help with delivering meals. McManus reported that two more of the volunteer drivers are resigning at Ridgeway and Barneveld. Inflation and substitutions may be a factor in costs and serving participants especially at cooking sites.

14. Chairman's Report: *Nankee thanked Loop and recent Lafayette County Board Supervisors for their service. Nankee would like to get certificates for Loop, and Lafayette County Board Supervisors and send them on to them.*

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

16. Next Meeting Date & Adjournment- *Next meeting will be at the Shullsburg Dining Site. Richter made a motion to adjourn. Seconded by O'Brien. Motion carried. 2:59 PM.*