



Seniors United for Nutrition

MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM SPECIAL BOARD MEETING

Tuesday, August 22, 2023 at 1:00 p.m.

Health and Human Services Building Community Room
303 W. Chapel Street.; Dodgeville, Wisconsin

Item	
1	Chairman Nankee called the meeting to order at 1:04 p.m.
2	<u>Roll Call:</u> Members Present in Community Room: Chairperson Dan Nankee, Doug Richter, Justin O'Brien, Rita Buchholz, Bob Boyle, Kriss Marion Members Present Remotely: Members Excused: Others Present in Community Room: Allison Leitzinger (left at 2:30 pm), Chris Lange (left at 3:06 pm), Dana Harcus, Cecile McManus (arrived around 3:10 pm) Others Present Remotely:
3	<u>Certification of compliance with open meetings law:</u> verified the meeting was properly posted on 8/21/2023. The agenda was emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa, and Lafayette County Clerks.
4	<u>Approval of the August 22, 2023 Agenda:</u> Motion by O'Brien and seconded by Richter to approve the agenda. Aye: 6; Nay: 0. Motion carried.
5	<u>Reports From Board Members and an Opportunity for Members of the Audience to Address the Board.</u> <u>No action will be taken.</u> Nankee thanked Allison and Chris for attending the meeting. There are big changes for the SUN program, a non-profit 501c3.
6	<u>SUN Executive Director Position: -Discussion with HR/Employee Relations Directors from Iowa & Lafayette Counties on Recruitment & Hiring of new SUN Executive Director due to retirement:</u> Leitzinger stated at last Thursday's meeting, the board made a motion to have Lafayette & Iowa HR directors assist in the process. Leitzinger and Lange have had many conversations regarding the position. Leitzinger reached out to many counties throughout the state to see how other nutrition programs are run. She received feedback from 20 counties and provided feedback regarding the use of the dietician, how the dieticians are employed, wage etc. Conversation was had among board members. Motion by Buchholz to explore hiring a contracted dietician for the SUN program, seconded by Marion. Aye: 6; Nay: 0. Motion carried. Discussion was held on making changes to the Executive Director job description. Motion by Marion to empower HR directors to implement the changes as discussed and publish the revised job description and post with the current salary listed, second by O'Brien. Aye: 6; Nay: 0. Motion carried.
7	<u>Darlington Site Manager:</u> the SUN Board shall entertain a motion to go into Executive Session, pursuant to Sec. 19.85 (1)(c), consideration of employment, promotion, compensation, and performance evaluation data of any employee over which the government body has jurisdiction or exercises responsibility. Motion by Bob to go into closed session and allow Dana Harcus to sit in closed session, seconded by Buchholz. Voice Vote: McManus-yes; Richter-yes; Buchholz-yes; Boyle-yes; Marion-yes; O'Brien-yes. Motion carried at 3:10 pm.

	Motion to return to open session: Motion by Marion, seconded by Boyle, to come out of closed session at 3:31 pm.
8	<u>Tuesday, August 29, 2023</u> : Approved for the next Seniors United for Nutrition Program Special Board meeting at 12:00 p.m., HHS Center, Community Room, Dodgeville. Motion by O'Brien and seconded by Richter to adjourn. Aye: 6, Nay: 0. Meeting adjourned at 3:32 p.m.
	Prepared by Dana Harcus