



# Seniors United for Nutrition

## MINUTES

SENIORS UNITED FOR NUTRITION PROGRAM BOARD MEETING  
TUESDAY, October 22, 2024 at 5:00 p.m.  
Health & Human Services Building  
303 W. Chapel Street, Dodgeville, Wisconsin

| Item |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| 1    | Chairman Masters called the meeting to order at 5:00 p.m.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2    | <p><b><u>Roll Call:</u></b></p> <p>Members Present in the Community Room: Mel Masters, Dody Cockeram, Lee Gill, Emmett Reilly, Larry Ludlum, Bruce Paull (seated for David Gollon)</p> <p>Members Present Remotely: None</p> <p>Members Excused: David Gollon</p> <p>Others Present in Community Room: Melissa Weier, Christopher Baird, Nikki Mumm, Cheryl Schmidt, Dan Nankee, Tom Slaney, Wanda Husted</p> <p>Others Present Remotely: Margaret Sutter, Valerie Hiltbrand, Dana Harcus</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3    | <p><b><u>Certification of compliance with open meetings law:</u></b></p> <p>Weier verified the meeting was properly posted on 10/15/24. The agenda and proposed 9/24/24 minutes were emailed to the Dodgeville Chronicle, Darlington Republican Journal, Iowa and Lafayette County Clerks.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4    | <p><b><u>Approval of the October 22, 2024 Agenda:</u></b></p> <p>Motion by Reilly and seconded by Cockeram to accept the agenda. Aye: 6; Nay: 0. Motion carried.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 5    | <p><b><u>Approval of the September 24, 2024 Meeting Minutes:</u></b></p> <p>Motion to approve the minutes of the September 24, 2024 meeting by Gill and seconded by Reilly. Aye: 6; Nay: 0. Motion carried.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6    | <p><b><u>Reports From Board Members and an Opportunity for Members of the Audience to Address the Board. No action will be taken:</u></b> Discussion about the Senior handout from the county meeting per Paul. Gill mentioned visiting the Benton meal site and that it was enjoyable. Nankee mentioned News and Views and its valuable information. He noted that November is caregiver's month. He also mentioned Elderfest coming up in Grant County.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7    | <p><b><u>Arena Site Management. Maintenance, and Rental Agreement:</u></b> Per Baird, he met with Arena Manor Board. The current rent is \$75, which hardly covers the costs of SUN being there. The Manor Board will waive our rent for 6 months to help in hopes that after 6 months there may be congregate monies to help buy more updated appliances. Per Schmidt there are about 20 participants each day. Currently 2 of the refrigerators and 2 freezers that need updating are SUN's. The program is good socialization for the participants. Ludlum speculated about SUN contributing toward additional charges that are incurred. Gill suggested Community Fund grants to help purchase new appliances. The Manor storage room housing the appliances needs more venting to mitigate the heat generated from them. Per Masters SUN has plans to keep going. Schmidt will keep in contact with Baird as information comes in on purchasing appliances.</p> |
| 8    | <p><b><u>Aging &amp; Disability Resource Center &amp; County Aging Reports:</u></b></p> <p><b>a. Lafayette County</b> – Harcus presented. There are dementia presentations/trainings coming up. Peer Place will be the new data input system for the state and goes live November 6th. There is a transportation public meeting coming up. Medicare Part D is currently open. The Caregiver Renewal Day will be hosted at Iowa County.</p> <p><b>b. Iowa County</b> – Hiltbrand presented. Medicare Part D plan binders seem to have glitches the first week, so they are just now running those. Dementia 101 will be at Cobb Library. Free rides to the polls will be offered on November 5 or before for early voting.</p>                                                                                                                                                                                                                                        |
| 9    | <p><b><u>Monthly Reports- possible action:</u></b></p> <p><b>a. Cash Flow Statement &amp; CD Review- September 2024</b>– Per Baird, there is \$54,000 in liquid assets and \$35,000 in CD's.</p> <p><b>b. Financial Reports, Profit &amp; Loss, Bill Pay- September 2024.</b> Per Baird, Iowa Co actuals are showing at a positive \$24,000 overall. Iowa County is expected to be positive \$4,000 at year's end. Lafayette will be down at least \$6000 at the end of the year.</p> <p><b>c. Monthly Participant Numbers- September 2024</b> – Reports provided. Per Baird, there are increased congregate numbers and lower home delivery. The count overall is lower, but contributions have increased.</p>                                                                                                                                                                                                                                                      |
| 10   | <p><b><u>Approval of Meal Prioritization of Iowa County Home Delivered Meals:</u></b> Per Baird, this is very important so that we can prioritize the wait list for Iowa County. Removing the waitlist currently would cause a deficit without additional monies coming in, so he proposes options. The first option would be 2 meals per week for low risk participants, 5 meals per week for moderate risk, and 5 meals per week for high risk. Local community members have offered \$2500 to help fund this option. The next option would be to remove low risk participants from home delivered meals entirely</p>                                                                                                                                                                                                                                                                                                                                              |

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|    | <p>and serve 5 meals per week for moderate risk and 5 meals per week for high risk. The third option would be to again remove the low risk, offer 3 meals per week for moderate risk, and 5 meals per week for high risk. Per Slaney, after the meeting with GWAAR, SUN is non-compliant because of the wait list. Slaney delivered a letter to Baird to that effect and will be withholding any further payments to SUN until we are compliant. Per Mumm, assessments are to be done within 120 days. A preliminary assessment can be done by phone, then an in-person assessment needs to be done within 120 days and be updated yearly. Dane County handles meals for moderate risk people based on budget and offers a range that varies. Reilly asked if Iowa County had more money that they could give SUN, Slaney said likely not. Masters agreed that he would not be optimistic that it would happen. The prioritization went active in July so then the wait list became non-compliant per Slaney. Weier clarified generally what the different risk categories may represent. Ranges would help reduce the budget risks. Per Baird, another option as mentioned by Mumm would be to remove low risk, serve what we can afford to moderate risk and the 5 meals per week to high risk. Ludlum clarified that the wait list does not affect Lafayette County. The low risk could also be offered a range. Per Slaney, the range would be a good idea and can be evaluated at a later date to see how it is working. It would give flexibility to continue to serve some people.</p> <p>Motion by Gill and seconded by Reilly to prioritize and serve meals to low risk 0-2 meals per week, moderate risk 2-5 meals per week, and high risk 5 meals per week. To be revisited by trimester with low risk people coming on to meals once the all moderate people are up to 5 meals per week and there are funds available to bring them on. Aye: 6; Nay: 0. Motion carried. Masters inquired of Slaney if this would change would bring us into compliance, Slaney was unsure.</p> |
| 11 | <p><b>Budget Update:</b> Per Baird, the preliminary budgets are completed and out to the counties but are incomplete as to administrative space. The Annual Appeal is also currently excluded from the calculations. As of September 2024, SUN is \$27,000 ahead. We have spent much of the levy, NSIP and GWAAR funds, so may be short at the end of year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 12 | <p><b>County Contract Update:</b> Mumm distributed and explained Iowa County contract balances. \$32,000 GWAAR transfer funds are coming but will be part of a new Contract before it can be disbursed to us. Slaney will check with GWAAR to see what else is needed to put SUN in compliance. The funds to be transferred has preliminary approval. Per Sutter, there will be approximately \$26,000 transferred for Lafayette County.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 13 | <p><b>Grant and fundraising updates:</b> Per Baird, the Biddick grant and Olson grant have been submitted, along with Iowa County EFSP. We received Lafayette County EFSP monies and the Campbell grant. Annual Appeal letters have been updated as requested and are going out. The Bugtussel event was cancelled due to personnel changes on their end.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 14 | <p><b>Director's Report:</b> Per Baird, He will be posting RFPs for rental space for the Board to see and approve if need be, as per SUN bylaws. A new driver was hired for the Darlington site, he will be trying to hire another. The annual audit will be ready shortly. He is looking towards centralization of cooking sites and maybe more catered sites. The heat sealer will be coming soon to try out at the Dodgeville site with hopes to have LEC take it over at some point. The Hi Point site opening is projected for 2025. Many things need to be reorganized. Husted said that the heat sealers would help solve problems with the plastic trays breaking down. Iowa and Lafayette Human Resources said their services were donated when helping to hire the Director. Masters inquires whether satellite bank accounts be closed and streamlined? Per Cockeram, she spends 20-60 minutes when approving bills for SUN. Per Cockeram, SUN should consider standardized mileage rates. Also, mileage needs to be submitted monthly not a few months at a time. Per Cockeram, the milk service charge in Arena is \$6 per week, could they get milk for 2 weeks at a time to save the delivery charge? Paull also suggests buying milk from Walmart. Gill mentioned people not getting meals couple Fridays ago from the Darlington site. The new driver starts tomorrow at Darlington.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 15 | <p><b>Board Chair's Report:</b> Per Masters, nothing to add</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 16 | <p><b>Next Meeting Date and Location and Adjournment:</b> Approved the next Seniors United for Nutrition Program Board meeting for November 26, 2024 at 5:00 p.m. at the Lafayette County Multi Purpose Building Darlington. Motion by Reilly and seconded by Cockeram to adjourn. Aye: 6; Nay: 0. Meeting adjourned at 6:38 p.m.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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|    | Prepared by Melissa Weier. Edits by Christopher Baird.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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