

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
Serving Iowa and Lafayette Counties, aka The SUN Program
BOARD OF DIRECTORS MEETING MINUTES of February 21, 2019

- 1. Meeting Called to Order-** at 12:30 P.M. by Chairman, Leon Wolfe, at the Community Building, 222 S. Mound St., Belmont, WI, 53510
- 2. Roll Call-** Iowa County Board: Justin O'Brien, Dan Nankee and Jim Griffiths. Lafayette County Board: Leon Wolfe, John Bartels, and Carol Korn. **Others Present-** Cecile McManus, Executive Director; Jay Loop, Financial Asst.; Valerie Hiltbrand, ADRC Manager, Iowa County. Excused Robert Schroeder, ADRC Manager, Lafayette County.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on February 14, 2019, prior to the meeting, the agenda was posted at the HHS Building and via email to-Iowa County: The Dodgeville Chronicle and Deputy County Clerk. Lafayette County: The Republican Journal, County Clerk, and Deputy County Clerk. *Chairman Wolfe requested the records show that the meeting was properly posted.*
- 4. Approval of the Agenda – for the February 21, 2019 Board meeting-** Motion to approve agenda was made by Nankee. *Seconded by Bartels. Motion carried.*
- 5. Approval of the Minutes for January 17, 2019 Board Meeting-** Motion to approve minutes for January 17, 2019 Board Meeting was made by Korn. *Seconded by O'Brien. Motion carried.*
- 6. Reports from Board members; opportunity for members of the audience to address the Board-** Nankee commented on the Article by O'Brien in the News & Views as well as an article in the County News. Nankee also commented on the report O'Brien represented to The County Board on the age groups we are serving; out of 309 participants, 147 (47%) are over 85 years old. Bartels commented on an article on Brussel sprouts from an article he read. Griffiths thought the list of donors was very appropriate.
- 7. Aging Resource Center & County Aging Unit Reports-** **a.)** Hiltbrand, reading an e-mail from Schroeder, listed the following; Boost Your Brain and Memory classes run from now to March 25th, 2019, at Belmont Methodist Church in Belmont from 1:30-3P.M. The EBS will be visiting respective meal sites throughout the county in February to provide outreach on Medicare topics, etc.; also February 21, 2019 Blanchardville Meal site at 11:30 A.M. and Argyle Senior Apts at 1:30 P.M. February 28, 2019 at Shullsburg Meals Site at 11;30 A.M. Working with AARP on setting up appointments for individuals needing help with their income taxes. They will be assisting those who are low to moderate income, the disabled and elderly, also at First National Bank in Argyle, Monday, March 11 and Town Bank in Darlington Mondays, March 4, 18,25th and Monday April 1st. Stepping On-Wellness/Prevention Classes scheduled to start on March 8 thru April 26th at the VFW Building at Benton meal site from 1pm to 3pm. **b.)** Hiltbrand stated AARP Volunteers will be doing free tax preparation February through mid-April. Caregiver Support Group moved to Iowa Health and Human Center (3rd Tuesday of the month). Healthy Aging in Rural Towns (HeART) monthly meetings were moved to 10:00am on the 3rd Thursday of the month. Healthy Living with Diabetes at Land's End was postponed until May 2019. The 12-week prevention program, Tai Chi, will start February 26th at the Health and Human Services Center. The class is full and a waiting list has been started.
- 8. Monthly reports-possible action-** **a.)** Cash Flow Statement showed beginning balance as of January 17, 2019 of \$79,800.08, donations of \$9,733.33, with total deposits of \$46,756.93, minus total vouchers of \$58,889.54, leaving an ending balance of \$67,667.47. CD's showed interest of \$2.32 added; making new total for Set-Aside funds of \$75,082.49, minus revolving loan of \$25,000 leaves

\$50,082.49. **b.)** Budget Reports for the month of January showed total income of \$93,046.21 and total expenses of \$43,492.73, leaving a net balance of \$49,556.57. YTD shows a net increase of \$49,556.57, the biggest change being the Lafayette and Iowa Levies being added. **c.)** Monthly Participant Numbers for January showed 3303 meals were served. Total meal donations received were \$14516.04. The meal counts for Dodgeville (694), Argyle (343), Arena (219), Highland (152), Linden (236) and Shullsburg (305) showed strong growth. The numbers are down from 2018 mainly because we missed 6 days at most sites because of weather. Motion to approve reports was made by Nankee. Seconded by Bartels. Motion carried.

9. Staff/Site Issues/Reports- **a.)** Provider Change request-Mineral Point-McManus stated that Hodan, even after the \$1.00 increase in meal cost is still not making enough to maintain the program. McManus will check other providers including the Pointer Café and some others suggested by O'Brien. (Red Rooster, Grey Dog and Tequila Point). **b.)** Weather Issues, Closings- Weather caused the sites to miss 6 days during January, about 190 meals per day. **c.)** Schedule Evaluation of Director- Evaluation forms will be sent out before next meeting.

10. Annual Appeal-Update- The new total received to date is \$8068.49. A list of all donors was given to Board members.

11. Grant Update- For the DUWI Grant, we had asked for \$2,000 and received \$500.00. The Emergency Food & Shelter Grant, for Lafayette Co., handled by Stacy at First National Bank (Darlington), is for \$4,000. We received the first half and have to apply for second half. Diana Kundert, at the Blanchardville site, suggested we apply for the Community Grant for Blanchardville and Hollandale to help her purchase a new cooler for the business. She needs cooler space for our food supplies. After discussion it was decided to check into the costs.

Director Report- Anniversaries coming up soon this year: Farrah Morrissey 3 years, Kathy Kay 2 years, Kendall Krumrei 1 year, Janis Wirts 6 Months. The new steam table from GWAAR Grant ended up in Darlington because the Church did not want it at the Dodgeville site. The Serv-Safe class had to be rescheduled a second time. The PAC meeting is scheduled for Tuesday the 26th in Linden. The Life Insurance provided by SUN has a new premium of \$38.00 per month with all people added.

13. Training Request- McManus would like to attend the Wisconsin Academy Nutrition & Dietetics Conference March 20th to March 22nd, in Madison at a cost of approximately \$300.00. Motion to approve by Griffiths. Seconded by Bartels. Motion Carried.

14. Chairman's Report-None at this time.

15. Vouchers-possible action- Griffiths made a motion to approve all vouchers. Seconded by Korn. Motion carried.

16. Next Meeting Date & Adjournment- the next meeting is set for March 19, 2019, at Health & Human Services Building, 303 W. Chapel St., Dodgeville, WI, 53533. 1:00 P.M. Griffiths made a motion to adjourn. Seconded by Bartels. Motion carried. Adjourned at 2:35 p.m.