

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
Serving Iowa and Lafayette Counties, aka The SUN Program
BOARD OF DIRECTORS MEETING MINUTES of April 18, 2019

- 1. Meeting Called to Order-** at 12:44 P.M. by Chairman, Leon Wolfe, at the Shullsburg Community Townsend Center, 190 N. Judgement St., Shullsburg, WI, 53586.
- 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; Robert Schroeder, ADRC Manager, Lafayette County.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on April 11, 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 April 18, 2019 Board meeting-** Motion to approve agenda was made by Nankee. *Seconded by Bartels. Motion carried.*
- 5. Approval of the Minutes, after two small corrections, for March 19, 2019 Board Meeting-** Motion to approve minutes for March 19, 2019 Board Meeting was made by Griffiths. *Seconded by Bartels. Motion carried.*
- 6. Reports from Board members; opportunity for members of the audience to address the Board-** Nankee commented that Hiltbrand followed up on the two articles from the Upper Horizon (Family Conflict & Choosing an Estate Attorney) and found they also appeared in the News & Views, Iowa County. Nankee also commented on McManus; article talking about "Eat Well, Age Well" this month; the focus is healthy fats. There are healthier fats that are good for us to eat in moderation. There are essential nutrients in fats, like Omega-3 which is found in fish, walnuts, all vegetable oils, eggs and flaxseed. Omega-3 may lower cholesterol levels and support heart health. Butter is a saturated fat, but is natural occurring, and is much better than a margarine that contains trans-fats. Omega-3 and Omega-6 are good for the brain, but must be balanced.
- 7. Aging Resource Center & County Aging Unit Reports-** **a.)** Schroeder stated they're finalizing a lot of 2018 reports, summarizing the spending from project funding; they record accountability measures. The self-assessment of their 2018 aging goals to GWAAR, was sent in by March 15 due date and approved by the Commission on Aging March 20; still waiting for the approval letter from GWAAR. The 85.21 State DOT transportation Grant is a major provider of funding for their transportation programs and the financial report for 2018, due March 29, was approved by the DOT on April 4. There are classes remaining for the wellness/prevention class, Stepping On, being held in Benton at the VFW site thru April 26. The EBS will be visiting respective meal sites throughout the county in April to provide outreach on Medicare topics, etc.(see Upper Horizon for time and places). "Power Tools for Caregivers" class will be offered by DCS & Green County Prevention, Wednesdays May 1,8,15,22,29 and June 5 and 12 at Darlington Library 5-6:30pm. The annual Senior Social is Wednesday, May 8, 10am-12pm at the Multipurpose Building in Darlington. They will participate in the Aging Advocacy Day on May 14 in Madison; one of their Commission on Aging Advisory Council members will be going this year. **b.)** Hiltbrand discussed various programs; AARP Volunteers are providing tax preparation February through mid-April and did 15% more this year than last year. Volunteer Open House will be held 5/7/19 from 3-6pm at the Health & Human Services Center Community Room. Agencies involved

include ADRC, Social Services, UW-Extension, Bloomfield Healthcare and Rehab, and Seniors United for Nutrition. Aging Advocacy Day at the State Capital is 5/14/19-Registration is now open. ADRC Volunteer Appreciation Luncheon will be 4/23/19, catered by the Walker House. The April 9th Advanced Directive workshop by Iowa County caregiver Coalition was a success; 13 people total attended the presentation and 6 more Iowa county residents have their Power of Attorney for Healthcare documents filled out. ADRC Staff will be attending Feeding Friends (Community Dinner) on 4/17/2019. Stacey Terrill will do a Welcome to Medicare Presentation on April 30, 2019 at 5pm at the HHS Building. Stepping On will start on 5/1/19 at the Health and Human Services Center. They have a new volunteer trained to co-facilitate the class. Healthy Living with Diabetes will start at Lands End on 5/21/19. ADRC Staff will be attending a Wellness Fair at Lands End on 5/22/19. May is Older Americans Act Month and ADRC Month.

8. Monthly reports-possible action- a.) Cash Flow Statement showed beginning balance as of March 19, 2019 of \$42,540.49, donations of 7,162.84, with total deposits of \$20,870.54, minus total vouchers of \$38,020.84, leaving an ending balance of 25,390.19. CD's showed interest of \$2.17 added; making new total for Set-Aside funds of \$75,088.92, minus revolving loan of \$15,000 (\$25,000 minus payment of \$10,000) leaves \$60,088.75. After discussion it was decided to leave the CD at Farmer's Savings Bank for now. **b.)** Budget Reports for the month of March showed total income of \$ 30,134.32 and total expenses of \$60,880.12, leaving a net balance of minus \$30,745.80. YTD shows a net decrease of \$2,281.40, the biggest factor is no GWAAR funds, so far. **c.)** Monthly Participant Numbers for March showed 4248 meals were served. Total meal donations received were \$14,119.22. The meal counts for Dodgeville (755), Argyle (493), Arena (303), Highland (224), Linden (301) and Shullsburg (384) showed strong growth. The Total meals YTD 11,116 up from 10,790 YTD 2018. Motion to approve reports was made by Bartels. Seconded by Griffiths. Motion carried.

9. Staff/Site Issues Reports- a.) Provider Change Request, Mineral Point-update- McManus talked with the Pointer Café and they feel they would not be able to handle the program they have staffing issues now. The Grey Dog Deli said they would have to get \$10-\$12 to do the program. There was some discussion about trying a different restaurant each day. Preparing the variety of meal vegetables for our menu requirement is a problem for some of the restaurants. McManus also talked with Tequila Point and Red Rooster. Tequila Point did not respond and the Red Rooster has.

10. Grant Update- McManus received notice that the Community grant for Blanchardville must be for Non-Profit organizations only; therefore we have to reword the agreement with Viking Café for the cooler purchase to show ownership to be that of SUN. Mineral Point Grant application is due April 30th and Shullsburg is due May 15th.

11. Director Report- McManus stated she has two conferences and a food show to attend within the next month. McManus also discussed the flooding problem in Arena; no meals days were missed but she was unable to complete a visit to the site for nutrition education; the building had water covering the parking lot. Flooding also occurred two days in Darlington, with site closed one day. McManus determined we should update are safety procedures for the drivers in handling participants after a situation in Dodgeville. Training will be scheduled, beginning with Dodgeville

12. Training Request- McManus has a WAND Spring Conference May 21 & 22 in Wausau. \$90.00 registration and up \$200 other costs. Motion to approve was made by Nankee. Seconded by O'Brien. Motion carried.

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

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

15. Next Meeting Date & Adjournment- the next meeting is set for May 23, 2019, at the Viking Café, 210 S. Main St., Blanchardville, WI, 53516, following lunch at 11:30am. Griffiths made a motion to adjourn. Seconded by Bartels. Motion carried. Adjourned at 3:01pm.