

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

- 1. Meeting Called to Order- at 1:05 P.M. by Chairman, Leon Wolfe, at the Municipal Building, 444 Jefferson St, Linden, WI, 53553.**
- 2. Roll Call-** Iowa County Board: Justin O'Brien and Dan Nankee; Lafayette County Board: Leon Wolfe and John Bartels. Robert Schroeder, Manager ADRC Lafayette County and Valarie Hilbrand, Manager ADRC Iowa County. Others Present- Cecile McManus, Executive Director; Jay Loop, Financial Asst; Excused: Carol Korn, Lafayette County Board and Jim Griffiths, Iowa County Board.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on December 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 November 21, 2019 Board meeting-** Motion to approve the agenda was made by Bartels. *Seconded by Nankee. Motion carried.*
- 5. Approval of the Minutes, Board Meeting-** Motion to approve minutes for October 17, 2019 Board Meeting was made by O'Brien. *Seconded by Bartels. Motion carried.*
- 6. Reports from Board members; opportunity for members of the audience to address the Board-** Dan Nankee commented on how great the White Bean & Cauliflower soup McManus served at the Health & Wellness Expo. There will be Free Thanksgiving Day Dinners at Grace Lutheran Church and the Highland Fire Department. O'Brien announced the December 2nd fund raiser at Culvers in Dodgeville; SUN will receive 10% of the proceeds between 5 p.m. and 10 p.m. Farrah Morrissey will attempt to promote "Giving Tuesday" through the SUN's Facebook page. Nankee commented on McManus's article, in the December News & Views, talking about the medical and nutritional benefits of zinc in the diet. Some foods high in zinc are cooked oysters, cooked Alaskan crab, lean beef patty, lean pork loin, baked beans and dry roasted cashews.
- 7. Aging & Disability Resource Center & County Aging Unit Reports-** **a.)** Schroeder stated that open enrollment for Medicare Part D continues now thru Dec 7. Living Well with Diabetes wellness class was cancelled due to not enough participants signed up. They will look at another start day in the Spring. On Nov 11, they held an informal meeting on their volunteer driver program along with SWCAP and SWRPC in Shullsburg. Roughly 20 people attended in an effort at recruitment. On Nov 15 our annual Caregiver Renewal event was held in Platteville to recognize their caregivers in Grant, Iowa and Lafayette counties. They had a speaker, catered breakfast, crafts and games. On Dec 2 there will be a Caregiver Skills Workshop in Darlington at the Town Bank lower level community room from 10-11:30. **b.)** Hilbrand stated that Tuesday, November 19th was Vet Con 2019 at Alliant Energy Center in Madison. Thirteen Counties participated in the event to bring resources to Veterans and their families and caregivers. Over 300 veterans or family members attended. Tuesday, November 19th was outreach with Nursing Homes. Many local nursing homes were represented. November is national Family Caregiver Month. The ADRC worked with the HeArt Coalition and the Mineral Point Library to hold a book discussion on 11/19/19 about the

book "My Two Elaine's." 12 people attended. It will be held again on January 14 in Barneveld. Grant, Iowa and Lafayette Counties are facilitated a Caregiver Renewal Day on 11/15/19. Local speaker, Rob Bell, was the key note speaker.

8. Monthly reports-possible action-a.) Cash Flow Statement showed beginning balance as of October 17, 2019 of \$6,449.47, donations of \$15,921.35, with total deposits of \$31,711.45, minus total vouchers of \$25,570.21 leaving an ending balance of \$12,590.71. CD's showed interest of \$2.03 added, making new total for Set-Aside funds of \$76,197.65, minus Line of Credit of \$25,000, leaves \$51,197.65. **b.)** Budget Reports for the month of August showed total income of \$22,469.70 and total expenses of \$48,299.62 leaving a net negative balance of (\$25,829.92). YTD shows a net decrease of \$28,324.11; we're waiting on GWAAR funds. **c.)** Monthly Participant numbers for October showed 4127, down from previous year of 4519. Total meal donations received were \$15,311.02 up from the previous year of \$14,131.60. A couple of sites showed positive signs: Arena (292) Up 30 from 2018. Highland (324) up 77 from 2018. Dodgeville again reached over 1,000 meals. Belmont and Shullsburg showed increases from November 2018. Motion to approve report was made by Nankee. Seconded by O'Brien. Motion carried.

9. 2020 Meal Provider Contracts- Bloomfield & Lafayette Manor made no changes in price for 2020. The Viking Café raised 7 cent. (+450) With the Hodan Center no longer providing the meals after December 23, 2019, we will be providing meals for Mineral Point from Linden thru UW Platteville. There will be some driver changes and a few additional mileage costs. The Whiskey Row Café in Avoca may be interested in doing meals. McManus to contact her.

9. 2010 Budget-First Draft Review- The second draft of the 2020 budget shows \$560,160 in projected income with an increase in family care income from Care WI. Also planning to hold more fundraisers. A small increase in employee wages is added.

10. Staff/Site Issues/Reports-possible action- Arena is getting more and more people from Spring Green to attend the site; (28) total for her Holiday Dinner.

11. Fundraising Discussion- a.) Annual Appeal- O'Brien completed a new letter with new pictures and lay-out. McManus added 96 new names to the mailing list. Scheduled to be mailed December 1st. **b.)** Online: Farrah Morrissey, site manager at Benton, who has been working with the Facebook account, will try to set something up for Giving Tuesday. She may need to set up a separate account to handle credit card payments. **c.)** Culver's Share Event and any other idea. We will be working with Culvers on December 2, 2019 to promote Culver's sales; SUN will receive 10%. Loop and O'Brien will work on a golf tournament for next spring. O'Brien offered to help format the letter again.

12. Grant Update- The Jennie Olson grant was submitted; should receive early December.

13. Director's Report-McManus stated the Regional training held here 10/29/19 was a huge success. 60 people attended and there were many interesting sessions.

14. Training Request- None at this time.

15. Chairman's Report- Wolfe gave a special thank you to O'Brien for his work on the Culvers's

project and to Farrah Morrissey for her efforts on the Facebook work and "Giving Tuesday".

16. Vouchers-possible action-Bartels motioned to approve all vouchers. Seconded by Nankee. Motion carried.

17. Next Meeting Date & Adjournment- the next meeting is set for December 17, 2019 at the Health & Human Services Building, 303 W, Chapel Street, Dodgeville, WI 53533 at 11:00 A.M. Meeting will be followed by Christmas social with SUN Staff. Motion to adjourn was made by Bartels. Seconded by O'Brien. Motion carried. Meeting adjourned at 3:10 P.M.