

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES, DECEMBER 17, 2020.

1. Meeting Called to Order at 1:00PM via Electronic Videoconference (Zoom) by Chairmen Dan Nankee, from the HHS Community room.

2. Roll Call-

Members Present: Iowa County: Dan Nankee, Doug Richter. Lafayette County: Via Zoom: Robert Laeser, Nancy Fisker and Carol Korn. Iowa County via Zoom: Justin O'Brien.

Others Present: Cecile McManus, Director; Jay Loop, Financial Officer. Others via Zoom: Bob Schroeder, Manager ADRC Laf; Valerie Hiltbrand, Manager Iowa ADRC. Farrah Morrissey, Manager, Benton.

3. Certification of Compliance with Open Meeting Law Loop stated that on December 10, 2020, the agenda was posted at the HHS building and Emailed to the Dodgeville Chronicle and Lafayette Republican Journal. Also emailed to Iowa and Lafayette County Clerks. Chairmen Nankee *requested the records show that the meeting was properly posted.*

4. Approval of the Agenda for December 17, 2020 Board Meeting- A motion was made by Richter to approve the Agenda. Seconded by Korn. Motion carried.

5. Approval of the Minutes, November 19, 2020 Board Meeting-Laeser made a motion to approve minutes of November 19, 2020. Seconded by Korn. Motion Carried.

6. Reports from Board Members; Opportunity for Members of the Audience to Address the Board-Nankee commented on the Appeal donation card showing \$25.00 could pay for One Week's Meals, \$115.00 could pay for one Month's Meals and \$600 could pay for Lafayette Co. rural route for 2 weeks.

7. Aging & Disability Resource Center & County Aging Unit Reports- a.) Hiltbrand stated ADRC is working hard to serve the community and please let them know the job they're doing. Katie who was getting on Zoom to promote the new programs. HearT bags:400, with 165 going to sites and 201 going to Nursing homes. The taxi is back; two days in Dodgeville, one day in Mineral Point, with free rides to the end of the year. **b.)** Schroeder echoed Hiltbrand report stating how hard his people are working and singled out Kay Schulte for doing a great job with Part D. Transportation continues to rise. Our EBS has been busy with lots of referrals and calls. Our DBS has been busy with referrals from both Lafayette and Grant counties. APS calls/referrals, guardianships all seem to be on the increase of the last few months. Virtual Build Your Brain Memory Workshop is running Oct 21 thru Dec 9 from 2-330pm. Virtually, via Zoom Fridays: January 15-March 5th, 2021 10:00am-11:30am; Free. To register please call Green County ADRC at 608-328-9499. Living Healthy with Diabetes classes will be held November 11th through December23rd from 9:00 am to 11:30 am. Lee Gill and Dana Harcus will be presenting 3 classes each

with Laura Steiner who will be primary presenter. This will be presented via Zoom. Aging Mastery Program provided thru local extension offices-the ten-class series will be held over five weeks and we have two upcoming programs to choose from! When inquiring about registration please indicate which class dates you prefer. Tuesday and Thursday January 5th through February 4th, 11:00am-Noon or Tuesdays and Thursdays, February 16th through March 18th, 11:00-noon. Strong Bodies Sessions, no fee, progressive weight training, flexibility and balance activities. Plus healthy discussions will follow. January 12—March 4(16 sessions) Tuesday and Thursday 10a.m. or 1:45 p.m. via Zoom.

- 8. Staff Bonus-**a.)The SUN Board shall entertain a motion to go into Executive Session, pursuant 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 to go to Executive session was made by O'Brien. Seconded by Fisker. Motion carried. Motion to return to regular meeting was made by Korn. Seconded by Richter. Motion carried. A motion to approve the Staff Bonus, a 2% raise and \$10 for each volunteer was made by Korn. Seconded by Richter. Motion carried.
- 9. Monthly reports-possible action.** Loop released the following numbers:
 - a.)Cash Flow and CD Review-**Checking account balance was \$69,786.37 as of December 17, 2020. Total deposits \$19,127.92 plus beginning balance of \$62,527.19 is \$81,655.11 less total vouchers paid \$9,770.84 leaves \$69,786.37.
 - b). Budget Reports-** Total Income November was \$26,486.70; Total Expense for November was \$45,084.39. Net decrease for November was \$18,597.59. YTD Income was \$628,086.26, YTD Expense \$527,065.28. Increase YTD \$101,020.98.
 - c). Site Numbers-**Total meals served Iowa Cty November 2416. Total meals served Laf Cty November 1999. Total meals YTD 25,994 Iowa. Total meals YTD 20,184 Laf Cty. A motion was made, to file the reports, by Korn. Seconded by O'Brien. Motion carried.
- 10. SUN & ADRC Working Agreement-Annual Review-**Ok to send to signers to sign.
- 11. 2021 Meal Provider Contracts-** **a) Highland-** We have not received the contract yet from Highland. A 25 cent increase approved by the Board in November.

b) Dodgeville-We are looking at a 75 cent increase; but they will raise the \$8.00 cost to over 70 meals rather than 50.
- 12. Budget-** The budget was approved as presented. Motion to approve the Budget was made by O' Brien. Seconded by Laeser. Motion Carried.
- 13. Staff/Site Issues/Reports. –**
a) COVID Update-Dodgeville had a positive case and Benton has a positive case.

We had 3 positive in Arena; the meals are set outside of the apartments and we have had no further problems. b). Highland-The Owner was in contact with a positive person. She was out for a week and we got the meals from Linden.

14. Annual Policy Review- a) Sick Leave XIXG was reviewed and left as was. b) Retirement Plan XXV.B was viewed and left at 5% match. Motion to approve was made by Laeser. Seconded by Richter. Motion carried.

15. Annual Appeal- We have taken in \$4,445 to date.

16. Grant Report –Nothing New

17. Directors Report-McManus sent out the Facility Agreements to all sites awaiting their return. Thank you to HeaRT for the bags filled with stuff you can use while at home. We are tracking 4 donations made using the Facebook page.

18. Training-Nothing at this time.

19. Chairman's Report-*Nothing to add.*

20. Vouchers-O'Brien made a motion to approve the vouchers. Seconded by Richter. Motion carried.

21. Next Meeting Date & Adjournment-Next meeting will be January 21, 2021 at Dodgeville, in the HHS Building Community Room, via Zoom. Motion to adjourn by O'Brien. Seconded by Richter. Motion carried. Adjourn 3:38pm