

**SENIORS UNITED FOR NUTRITION PROGRAM, INC.**  
***Serving Iowa and Lafayette Counties, aka The SUN Program***  
**BOARD OF DIRECTORS MEETING MINUTES February 16, 2017**

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- 1. Meeting Called to Order-** 1:03 p.m. by Vice Marjorie Chairman Bomkamp, Health & Human Services building, 303 W. Chapel St, Dodgeville, WI, 53533; Room 1001.
- 2. Roll Call-** Iowa County Board: Jeremy Meek, Dan Nankee, and Marjorie Bomkamp (Acting Chairman). Lafayette County Board: John Bartels, Carol Korn, were present. Leon Wolfe absent. **Others Present-** Cecile McManus, Executive Director, Jay Loop, Financial Asst., Bob Schroeder, ADRC Lafayette Co., Valerie Hiltbrand, ADRC Iowa County, Gloria Swenson, Mayor Shullsburg and Emmett Reilly, businessmen Shullsburg.
- 3. Certification of Compliance with Open Meeting Law-** McManus stated that on Friday, February 10<sup>th</sup>, 2017 prior to the meeting, the agenda and minutes were 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 Bomkamp requested the records show that the meeting was properly posted.*
- 4. Approval of the Agenda for February 16, 2017 Board meeting – a.)** Motion to add pension policy review with discussion but no action. **b.)** Motion to move to Executive Session, **9. d)**, before item 8. *Motion by Nankee to approve the agenda with changes; seconded by Bartels. Motion carried.*
- 5. Approval of the Minutes of January 19, 2017 Board Meeting-** motion to approve the minutes was made by Bomkamp. *Seconded by Bartels. Motion carried.*
- 6. Reports from other Board members; opportunity for members of the audience to address the Board-** Korn introduced new people, Swenson and Reilly.
- 7. Aging Resource Center and County Aging Unit Reports- a.)** Lafayette County; Schroeder advised there is a new opportunity for seniors at Sienna Crest in Darlington. 8521 financial planning programs from 3-5 p.m. starting February 16<sup>th</sup>, 2017, by appointment only. The Transportation program has organized bus trips; they had 20-25 people for a trip to the Casino. **b.)** Iowa Co: Hiltbrand stated the AARP tax preparation program continues every Thursday at the Health & Human Services building in the community room. Hiltbrand handed out several brochures, Care Talks, a new series of workshops to help friends and family members better communicate with your health care team. The program is headed by Brittany Mainwaring. The program kicks-off March, 29<sup>th</sup> 2017 at the Human Services Center. Caregiver support meets the 3<sup>rd</sup> Tuesday each month at the Dodgeville Library.

**Korn made a motion we move into Executive Session pursuant to Sec. 19.85 consideration of employment, promotion, compensation, and performance evaluation data of any employee over which the government body has jurisdiction or exercises responsibility. Seconded by Bartels. Motion carried (5 yes votes & 0 no votes) Closed session at 1:45 p.m. At 2:05 p.m. Bartels motioned to resume the Board Meeting. Seconded by Meek. Motion carried.**

- 8. Monthly Reports-possible action- a).** Cash flow Statement & CD Review- We received the balance of the GWAAR money from last fall, \$21,333; site transfers were \$5300.75; Lafayette Levy of \$36,360; City of Dodgeville \$3,000; Village of Blanchardville \$600; Iowa County Levy \$20,640

and donations of \$2,837.17. Total deposits were \$115,318.92. Donations were down due to a late billing and 3 lost meal days due to weather. Total Vouchers were \$12,692.63. After checking with several banks, it was determined the best CD rate was to keep the CD at Farmers Savings Bank. A motion was made by Nankee to purchase a 5-year CD at 1.75%. Seconded by Bartels. Motion carried. **b.)** Budget Reports C1 & C2- January showed total deposits of \$92,852.37 and total expenses of \$38,985.54 with a net income of \$53,866.83. Most budget items were close to projections. **c.)** Monthly Participation Numbers-Dodgeville again showed increased numbers, 493 home delivered meals and 129 congregate meals. Blanchardville and Argyle had strong numbers in Lafayette Co. Total meals served for both counties were 3492 for month of January.

- 9. Staff/Site Issues/Reports-possible action-** **a.)** Judy and Leslie Andrews will retire March 31, 2017, giving 1 ½ months to replace them. Richard Rock has agreed to replace Leslie delivering meals; he has been driving one day a week presently. The Board will talk about possible gifts and thank-yous before the next meeting. **b.)** The Benton Stove was installed 1/31/2017. It has 10 burners; a gas connection had to be replaced one week later from shipping damage. Kessenichs is waiting for the funds from the previous stove before completing the bill. Total price was \$7100, balance due should be about \$3500. The balance will be taken care of by The SUN Program, VFW and the donation from the Methodist Church. **c.)** The evaluation of the Director was scheduled for the next meeting. Cecile handed out the Iowa County form previously used. **d.)** Shullsburg: the Board discussed this item in closed session with no action at this time.
- 13. Annual Appeal-Report-** We received \$200 from Cummins (Mineral Point) and another \$25 from Carol Korn bringing the Total to \$5410.
- 14. Grant Update-** Nothing new at this time; we are still waiting to hear from the United Way Fund grant of approximately \$6500.
- 15. Director Report-** Cecile read some comments from participants; all were very positive and they seem to enjoy the meals and companionship. Positive comments on the meal quality and employee attitudes at the Dodgeville site. Scott Godfrey's daughter made Valentines which were handed out at the Dodgeville site; all participants enjoyed them. Belmont showed improved numbers up 105 to 348 total. Farrah Morrissey has completed 1 year of service; has done an excellent job at the Benton site. Mike Peterson is the new driver for Avoca. IRIS will be sending full meal cost starting February 1, 2017. (\$11.20). We are still waiting on the facility agreements from Shullsburg and Benton.
- 16. Training Requests-possible action-** McManus requested to attend the WAND Conference April 27<sup>th</sup> & 28<sup>th</sup> at Stevens Point. Fee of \$75.00 and two nights lodging at \$85.00 and mileage of 249 miles. Nankee made a motion to approve. Seconded by Korn. Motion carried.
- 17. Chairman's Report-** Nothing additional at this time.
- 18. Vouchers- possible action-** A motion to approve all vouchers was made by Nankee; Seconded Korn. Motion carried.
- 19. Next meeting Date & Adjournment-** The next meeting will be held March 16, 2017 at the Darlington site after lunch, approximately 12:30 p.m. Meeting Adjourned at 3:37 p.m.

