

SENIORS UNITED FOR NUTRITION PROGRAM, INC.  
***Serving Iowa and Lafayette Counties, aka The SUN Program***  
BOARD OF DIRECTORS MEETING MINUTES SEPTEMBER 13, 2017

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- 1. Meeting Called to Order-** at 12:30 p.m. by Chairman Leon Wolfe, at the Municipal Building 627 Main St., Darlington, WI 53530.
- 2. Roll Call-** Iowa County Board: Marjorie Bomkamp and Jeremy Meek. Absent Dan Nankee. Lafayette County Board: John Bartels, Leon Wolfe and Carol Korn. **Others Present-** Cecile McManus, Executive Director; Jay Loop, Financial Asst.; Bob Schroeder, ADRC Lafayette County. Absent Valarie Hiltbrand, ADRC Iowa County.
- 3. Certification of Compliance with Open Meeting Law-** Loop stated that on Wednesday September 6, 2017 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 September 13, 2017 Meeting – a.)** Motion to approve the Agenda was made by Bomkamp. Seconded by Meek. Motion carried.
- 5. Approval of the Minutes of August 23, 2017 Board Meeting-** motion to approve the minutes was made by Korn. *Seconded by Bartels. Motion carried.*
- 6. Reports from other Board members; opportunity for members of the audience to address the Board-** There were none at this time.
- 7. Aging Resource Center and County Aging Unit Reports- a.)** Schroeder, Lafayette County ADRC Manager, stated September 6, 2017 was the 8<sup>th</sup> Annual Fall Cookout sponsored by Lafayette Manor at Lafayette County Fairgrounds; they had a great turn out, 75 people attended. Leon commented the food was also good. September 28, 2017 Healthy Living Expo in Belmont. October 1, 2017 A Walk & Run to Remember, at Badger Park, 9:30 A.M, Shullsburg, WI; a family 2 mile walk/run. Starting October 4, 2017, as part of the Fall Prevention Programs, Powerful Tools for Care Givers, in Argyle, will be running for about 6 weeks. October 12, 2017, with the help of AARP, there will be a Safe Driver Program in Darlington. October 30, 2017, Prevention Program, Living with Chronic Conditions, held in Shullsburg. **b.)** Bob Schroeder filling in for Valarie Hiltbrand stated the major program in Iowa County is the Health and Wellness Expo from 9-noon on Friday September 29, 2017 at Hidden Valley Church, Dodgeville, WI. Living Well, a free program Wednesdays, October 4<sup>th</sup>-November 8<sup>th</sup> 1:00-3:30; call 935-9835 to register. Medicare Open Enrollment starts October 15<sup>th</sup> to December 7<sup>th</sup>, a time to review/change plans. Medicare Presentation will be October 24, 5 pm; join Stacey Terrill for a question/answer session on navigating the maze of Medicare.
- 8. Monthly reports-possible action- a.)** Cash Flow Statement showed beginning balance on August 23, 2017 of \$14,903.19, donations of \$14,103.12, with total deposits of \$46,142.22 minus total vouchers of \$25,236.28, leaving an ending balance of \$35,809.13. CD's showed interest of \$3.96 added, making new total of \$83,553.62. **b.)** Budget Reports-the month of August showed total income of 23,998.74 and total expenses of 36,646.83 leaving, a net

decrease of \$12,648.09. YTD shows a net decrease of \$61,331.83, mostly the result of the GWAAR funding allocation. We had discussion on the GWAAR allocation process to understand the timing of the claims. **c.)** Monthly Participant Numbers for August showed 4385 meals were served. Total donations received were \$15,222.10. The meal counts continue to rise with Dodgeville (873), Argyle (538) and Belmont (443) remaining strong. Arena (243), Shullsburg (388) and Benton (362) are showing signs of doing much better. Motion to approve reports was made by Bartels. Seconded by Bomkamp. Motion carried.

- 9. Staff and Site Issues/Reports-possible action- a.)** McManus commented on the on-line reporting we now receive from the Benton site (Farrah Morrissey), how timely and well organized it has become. It would be a wonderful situation if we could get all sites to this level. **b.)** Paula Van Lent is the new cook at the Shullsburg site and McManus spent some time working with her, as well as Paula training with Billie Ferger. She seems to be doing well so far.
- 10. 2018 Budget-review-**Some of the highlights include a proposed 2% employee raise, 3% increase in raw food cost, \$8,000 increase in contract food cost, a projected \$5,000 increase in meal cost from Grant County (new contract); Linden could be \$7.75 per meal depending on the new contract. Should the cost move to full meal cost we may have to look into an alternate provider for Linden.
- 11. Annual Appeal-** McManus suggested we start a social media site such as Facebook to help promote donations. Valerie Hiltbrand, Iowa County ADRC, has offered to help set it up and monitor. It would also help inform the public on SUN. The present plan for the Annual Appeal is to use the same process as last year starting December 1<sup>st</sup>.
- 12. Grant Update-** The Jenny Olson grant is the next up and McManus will be working on it in the next couple weeks.
- 13. Director's Report-** McManus will leaving September 14<sup>th</sup> on vacation and will be out through September 26<sup>th</sup>.
- 14. Training Request-** November 9<sup>th</sup>, Dodgeville will host the Southwest Regional Staff training, to include Iowa, Green, Lafayette, Grant, Juneau, Richland, Crawford and Sauk counties. This is as a result of a re-alignment within GWAAR.
- 15. Chairman's Report-** Wolfe advised all seems well at this time.
- 16. Vouchers-possible action-** Motion to approve all vouchers was made by Bartels. Seconded by Meek. Motion carried.
- 17.** The Volunteers Appreciation event will be at the Wheel-Inn in Shullsburg starting at 9:00 A.M., the Board meeting will follow at 1:00 P.M. after the meal. A motion to adjourn was made by Bomkamp. Seconded by Korn. Motion carried. 2:42P.M.