

SENIORS UNITED FOR NUTRITION PROGRAM, INC.

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES OF August 25, 2016

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1. **Meeting Called to Order-** 1:00 p.m. by Chairman Wolfe, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Room 1001
 2. **Roll Call-** Iowa County: Jeremy Meek, Dan Nankee and Marjorie Bomkamp. Lafayette County: John Bartels, Carol Korn, and Leon Wolfe were present.
Others Present- Cecile McManus, Executive Director; Jay Loop, Financial Officer/Office Assistant; Valerie Hiltbrand, ADRC, Information Specialist; Bob Schroeder, ADRC, Lafayette Manager.
 3. **Certification of Compliance with Open Meeting Law-** Cecile stated that three days prior to the meeting the agenda and minutes were posted 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 August 25, 2016 -** *Motion by Dan Nankee to approve agenda; seconded by Marge Bomkamp. Motion carried.*
 5. **Approval of the Minutes of May 16, 2016, and May 19, 2016 Board Meetings-** Dan Nankee noted the date for the Cattlemen Association steak feed should be July 21, 2016. *Motion by Dan Nankee to approve minutes; seconded by John Bartels. Motion carried.*
 6. **Reports from other Board members; opportunity for members of the audience to address the Board-** There were no updated reports.
 7. **Aging Resource Center and County Aging Unit Reports-** Bob Schroeder gave a scope of his services. He intends to be hands on and visit all 6 sites, attend area events and keep up on Iowa County events as well. He referenced the Memory Screen at Pointer Café. Made 14 Contacts at the Expo Prevention Program. New dates for the End of Life program Oct. 11th, 2016 and Nov. 15th.
 8. **Monthly Reports-Possible action-** Jay handed out reports for Cash Flow and Income and Expense reports. Meals and Participation Numbers for June, 2016. Dodgeville and Mineral Point showed improved numbers, along most of Lafayette Co. except for South Wayne. Carol Korn motioned to approve reports; seconded by John Bartels. Motion Carried.
 9. **Site Issues-** Meal cost for Avoca served by Grant County is a new concern. Also a new contract for Linden site. Lori Reed from Grant County talked about a

possible 7 to 8 dollar cost. There is a MOU between us and Grant County addressing meal cost to include administration cost as well as meal preparation. Presently we pay \$5 at the Manor, \$5 at Bloomfield and \$6.50 at Grandma's Kitchen. Dan Nankee suggested we give them the number of \$5.25 take it or leave it. (.80 increase). Dan Nankee motioned we propose that number of \$5.25, seconded by Carol Korn. Motion carried. John Bartels had questions concerning Browntown, if possible could be serviced. Cecile expressed concern over numbers at South Wayne.

- 10. Financial Officer and Other Employment concerns-** Introduced Jay Loop as the new Financial Officer. Cecile proposed the Shullsburg manager position to be shared because of Billie Ferger health issues. Cecile will meet with them the end of the month, to resolve and complete the paperwork.
- 11. Policy Review-** A lot of discussion about meal allowance between the two counties ranging from \$9.50 for Breakfast and Lunch to total allowance per day. Dan Nankee motioned we approved a meal allowance of \$29 per day. John Bartels seconded. Motion carried.
- 12. Annual Report-** Tabled to next month along with Budget information.
- 13. Directors Report-** Cecile discussed the Wal-Mart \$25,000. Grant. National Meals on Wheels program. The funds to be used to purchase a new van for Iowa County sites. We may be able to purchase with help from Iowa County and receive a discount. Cecile handed out invitations to the Volunteers luncheon at Sport Page. Bakers Pride agreed to reimburse us for the Benton stove. Kessenichs is looking for replacement which will be a different brand. We received \$3,000 from the grant, \$600.00 from VFW and \$600.00 from the Methodist Church. The only cost will be to install the new stove. Cecile stated there needs to be consideration for next year's salary. Leon Wolfe stated it will be considered in closed door meeting at next board meeting. Leon asked Cecile to get some comparisons for other counties.
- 14. Chairman's Report –** No additional information.
- 15. Training Request-** There were none at this time. Cecile to review the food handlers and food management classes needed.
- 16. Vouchers-possible action-** Motion to approve the vouchers was **made** by Marge Bomkamp. Seconded by Jermy Meek. Motion carried.
- 17. Next Meeting Date & Adjournment-** **Next meeting will be September 15, 2016 after lunch approximately 1:00 P.M.; in the Belmont Community Building 222 S. Mound St.** Motion to adjourn by Dan Nankee; seconded by John Bartels. Motion carried.