

SENIORS UNITED FOR NUTRITION PROGRAM, INC.

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES OCTOBER 20, 2016

- 1. Meeting Called to Order-** 1:05 p.m. by Chairman Wolfe, at Townsend Community Center, 190 North Judgement Street, Shullsburg, WI, 53586.
- 2. Roll Call-** Iowa County: Jeremy Meek and Dan Nankee, Lafayette County: John Bartels, Carol Korn, and Leon Wolfe, Iowa County, were present. Absent Marjorie Bomkamp.

Others Present- Cecile McManus, Executive Director; Jay Loop, Financial Officer/Office Assistant and Bob Schroeder, ADRC, Lafayette Manager; Vicki Farrey, Benton Participant.
- 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 October 20, 2016 meeting -** *Motion by John Bartels to approve agenda; seconded by Dan Nankee. Motion carried.*
- 5. Approval of the Minutes of October 20, 2016 Board Meeting-** *Motion by Carol Korn 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-** Notes from the News & Views about the article on Cranberries.
- 7. Aging Resource Center and County Aging Unit Reports- a.)** Bob Schroeder gave an update from Valerie Hiltbrand, ADRC of Southwest Wisconsin. Upcoming Events: Virtual Dementia Tour (for Mineral Point law enforcement), Oct 6th; Let's Talk about Medicines (Barneveld), Oct 10th; ADRC Lunch & Learn (Dodgeville Dining Center), Oct. 11th; End of Life Preparation Workshop (Dodgeville) Oct. 12th & 19th; Dodgeville Fireman's Open House, Oct 15th; ARDC Lunch & Learn (Linden Dining Center), Oct 17th; "A Caregivers Personal Journey" Presentation

(Dodgeville), Oct 18th; Nursing Home Outreach, Oct 19th; Iowa County Sheriff's Department Outreach, Oct 19th; Disability Mentoring Day (for youth with disabilities looking at turning 18), Oct 20th; CESA 3 Presentation about youth in transition, Oct 26th; ADRC Lunch & Learn (Highland Dining Center), Oct. 26th; Land's End Benefit Fair, Nov. 1st; When You Turn 18 (held in Dodgeville to help youth, parents and teachers plan for becoming an adult), Nov 1st. **b.)** Our Health and Wellness Expo was Friday, September 30th and was very successful. About 180 people came through the doors. There were 45 Vendors. The sun meal was well received. **c.)** Bob has visited his 4th out of 6 meals sites.

- 8. Monthly Reports-Possible action-** Jay handed out reports for Cash Flow and Income and Expenses and Meals and Participation Numbers for August and September. Dodgeville and Mineral Point showed improved numbers, along with most of Lafayette Co. except for South Wayne. Income numbers were down as a result of late billings and completion of the Iris and ContiuUs reports. The GWARR claims were also filed later than normal. The difference in the Profit & Loss report for August concerning expenses was revised to show a \$7,000 increase rather than \$11,000 decrease; just an excel work sheet issue. Motion to approve the reports by Carol Korn; seconded by Dan Nankee. Motion carried.
- 9. 2017 Budget Review-** The food contracts are up for review ranging from \$3.40 and higher. Family Care continues to be \$8.75 per meal. GWARR is asking programs to charge full cost if crossing county lines. Hoping to reach agreement with Grant County for Avoca. Highland may see an increase of 25cents. Looking at about a 2% increase in wages.
- 10. Staff/Site Issues/Reports possible action-** **a.)** Benton stove: VFW, Cecile, and Farrah are looking at a 10 burner higher quality Vulcan stove with electronic ignition. Manufacturer will reimburse \$3400 for the current stove. New stove, with extra \$1700 for electronic ignition, comes to \$6830. Total with delivery and set-up, is estimated around \$7000. The VFW, Sun and fund raisers should help off-set some of the cost. **b.)** Motion made by John Bartels to go into Executive Session pursuant to Sec. 19.85 consideration of employment, promotion, compensation, and performance evaluation. Seconded by Dan Nankee. Motion carried at 2:30 P.M. At 3:00 P.M. a motion was made by Carol Korn to resume meeting; seconded by John Bartels.

Motion carried. As result of the session Cecile McManus and other board members will monitor the situation at Darlington and Shullsburg to assure continued quality service.

11. Annual Report- A correction to Page 6 on the Annual Report was handed out. Motion to approve the report by Dan Nankee; Seconded by Jeremy Meeks. Motion carried.

12. Annual Appeal- The previous expense cost was about \$400, to collect about \$4000. Discussion ensued about the various ways to approach it. John Bartels made a motion to place it on the agenda for next meeting; seconded by Dan Nankee. Motion carried.

13. Grant Update- The new Van was purchased at Hallada Motors. Cost was \$18,302. We have a request to purchase the old Van from Sonia Herman; we will establish a market price.

14. Directors Report- Cecile McManus advised Jean Lynch would be doing our GWARR evaluation on November 3rd, 2016. All errors regarding meal counts must be completed by November 4th, 2016. We are participating in the WII program to help people find jobs. The Dodgeville site will have two possible employees.

15. Training Request- None.

16. Chairman's Report- No additional action.

17. Vouchers- A motion to approve all expense vouchers, was made by Jeremy Meeks; Seconded by Dan Nankee. Motion carried.

18. Next Meeting Date & Adjournment- The next meeting date is set for Thursday November 17, 2016, at Linden Village Hall, 444 Jefferson St. Linden WI, 53553, following lunch at approximately 1:00 P.M. Motion to adjourn was made by Dan Nankee; seconded by John Bartels. Motion carried.