

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
January 17, 2013

Meeting called to order at 1:02 p.m. by Vice Board Chairman, John Bartels, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Conference Room 1001.

Roll Call- Dan Nankee, Iowa County; Marjorie Bomkamp, Iowa County; Carol Korn, Lafayette County; John Bartels, Lafayette County; Leon Wolfe, Lafayette County, were present. Ron Benish, Iowa County; was absent.

Others Present- Cecile McManus, Executive Director; Jan Baker, Financial Officer; Rebecca Wetter, ADRC Director, Iowa County; and Kate Chambers, ADRC Director, Lafayette County.

Certification of Compliance with Open Meeting Law- Baker stated that notice of the meeting was posted at designated public places. Let the records show that the meeting was properly posted.

Approval of the Agenda for January 17, 2013- A motion to approve the agenda made by Nankee; seconded by Wolfe. Motion carried.

Approval of the Minutes of the November 15, 2012 Board Meeting- (December meeting cancelled due to bad weather) A motion was made by Wolfe to approve the minutes, seconded by Korn. Motion carried.

Reports from other Board members and members of the audience- Nankee brought some articles to pass around. He said there are positive things out there about eliminating hunger. He said he invited board members from the Ridgeway/Barneveld area to Grandma's Kitchen in Highland for breakfast. They may be interested in having a breakfast program in their area.

Aging Resource Center & County Aging Unit Reports- a. For Lafayette County- Kate Chambers reported that the AARP tax aides will be volunteering at job center in February and March to help anyone over 60. The Upper Horizon senior newspaper's entire center is Senior Dining now. It looks nice. It had previously been split up. For the 2013 Aging Plan Emergency Preparedness Kate said they need a list of seniors without family in the area. She also said that FEMA meets February 6th to disburse money. b. For Iowa County-Rebecca Wetter reported that AARP will be here 14 days to offer tax assistance to seniors. VITA, a tax assistance program through UW Extension, can't get enough volunteers, so she will cover those, also.

Monthly Reports-Possible action- Cash Flow Statement & C.D. Review: We learned that we need to ask for the \$25,000 loan from Lafayette County as soon as possible. The person we request it from last day at that job is tomorrow. We used \$47,000 from setaside funds in 2012. Budget Reports: Income was under budget by \$29,647.86. The shortage was mostly donations and grants. We went over budget by \$17,089.95. The overage was mostly contracted food expense, and it happened because we served more meals than we had budgeted for. Cecile had cut the consumables budget too much in 2012, so she added more in for 2013. Our cash loss in 2012 was \$43,958.79. Monthly Participant Numbers: We had the two extra holidays, plus 2 snow days last month, so less people were served in December 2012 than in December 2011. Congregate attendance is up because of parties. 3 people on the Argyle rural route have passed away. The average donation for Iowa County went down from 3.99 in 2011 to 3.80 in 2012. In Lafayette County the average donation went up from 3.50 in 2011 to 3.63 in 2012. We are hoping to pick up more Family Care meals in 2013. We think Family Care is having the caregivers provide meals for some Lafayette clients rather than using SUN. Motion to approve the monthly reports made by Wolfe; seconded by Korn. Motion carried.

Food Providers' Contracts-Possible Action – All the food contracts are in except UW Platteville who addresses the issue every July. Bloomfield Manor, Lafayette Manor and Marty's Village Inn did not increase their cost to us. Hodan Center and Grandma's Kitchen increased 25 cents. Grandma's Kitchen contract stipulated that she could raise it another 25 cents with a 30 day notice if food costs go up significantly. Motion to approve the food provider contracts made by Wolfe; seconded by Bomkamp. Motion carried.

Facilities Agreements – Possible Action - Cecile needs Benton, Mineral Point, and Rewey agreements. She is expecting Benton to sign theirs, and for the city to reimburse us for the rent we pay as they have in the past. Mineral Point has SUN using a 9 x 11 foot room. It is too small to eat in comfortably. They haven't made a decision yet about whether they will allow food in the community room. Cecile said the seniors in the community are upset—she told them to go to the city with their input. Shullsburg added "no children in the kitchen" to their agreement. This has always been SUN's policy anyway. Motion to approve having the Vice-Board Chairman sign the available agreement, made by Wolfe; seconded by Korn. Motion carried.

2013 Budget – Possible Action – The proposed budget was changed from last month by the \$200 increase in our audit cost. Cecile decreased Other Expenses by \$100, and Phone/Postage/Copies by \$100. GWAAR contracts are \$159,893, down \$5,997. Cecile had not adjusted the proposed budget to reflect this. Motion to send the 2013 budget back to Cecile and Jan (because they would like to see it come back positive) made by Nankee; seconded by Bomkamp. Motion carried.

Annual Policies to Review-Possible Action- a. Pension Plan, XXV.C.: Reviewed. Motion made by Korn to keep SUN match up to 5%, seconded by Wolfe. Motion

carried. b. Sick Leave, XIX.G. Reviewed. Motion to renew the policy as stated made by Wolfe; seconded by Korn. Motion carried.

Staff or Site Issues – Possible Action- a. Schedule evaluation of Director. Motion to schedule the evaluation for the February board meeting, and mail out the evaluation forms for the board to fill out, made by Wolfe; seconded by Nankee. Motion carried.

Grant Update - The Biddick Foundation grant request was denied. Cecile can apply again April 15, 2013. Kiwanis of Dodgeville is giving SUN \$400, and the Village of South Wayne is giving SUN \$100. Cecile has applied for EFSP funds for Lafayette County, and she has asked United Fund for \$5000. Belmont had the compressor go out on their cooler. A new compressor costs \$500. Cecile plans to put an eye-catching ad in the March Upper Horizons asking for donations for this. She also plans to apply for a Piggly Wiggly grant. Dan Nankee suggested she ask for money for food, not the transportation. Thrivent Lutheran Board wants to give SUN a donation. A stipulation is that we need to have a fundraiser. They will be meeting February 2nd to discuss ideas. Arena is having a soup and sandwich supper fundraiser February 20th from 4 to 7 p.m.

Training Request –Possible action- None.

Director's Report – The next PAC meeting is scheduled for February 14th in Darlingon.

Chairperson's Report - None

Vouchers–Possible action- Vouchers were presented for signing. Motion to approve the vouchers was made by Wolfe; seconded by Bomkamp. Motion carried.

Next Meeting Dates & Adjournment- Next meeting is scheduled for Thursday, February 21, 2013, at 1:00 p.m., at the Health and Human Services Building in Dodgeville, WI, Conference Room #1001. Motion to adjourn made by Korn; seconded by Nankee. Motion carried. Meeting adjourned at 3:33 p.m.