

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
August 17, 2011

Meeting called to order at 2:00 p.m. by Vice Chairman, Bill Moody, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Conference Room 1001.

Roll Call: Bill Grover, Iowa, Dan Nankee, Iowa, John Bartels, Lafayette; Leon Wolfe, Lafayette; Bill Moody, Lafayette, were present. Ron Benish, Iowa; was absent.

Others Present: Cecile McManus, Executive Director; Jan Baker, Financial Officer; Kate Chambers, ADRC Director, Lafayette County, and Shane Schuhmacher, Director of Lafayette County Human Services. Rebecca Wetter present to give County Aging Report.

Certification of the Meeting-Baker stated that notice of the meeting was posted at designated public places and emailed to Lafayette County. Let the records show that the meeting was properly posted.

Approval of the Agenda for August 17, 2011:- A motion was made by Grover to approve the agenda, seconded by Wolfe. Motion carried.

Approval of Minutes of the Meeting of July 20, 2011 Board Meeting-A motion was made by Grover to approve the minutes, seconded by Bartels. Motion carried.

Reports from other Board members and members of the audience Grover has a private source for free venison from the abatement program but, because it is not processed through a locker plant, it cannot be an approved source for SUN. Grover also brought up serving family meals at a site for an evening meal. Cecile said this would work best at a cook site, and they would need to make provisions for staff and facilities. Nankee checked into Heartland Credit Union; said they offer 1.85% for \$25,000 with restrictions.

Aging Resource Center & County Aging Unit Reports **a.** For Lafayette County. Kate Chambers introduced Shane; said they are working on budgets. There is an opening in Green County to fill Amanda Hirsch's position. To fill nutrition slots for Family Care, they have been taking one per month off their waiting list. Logisticare wants us to report problems directly to them. There have been such problems as people being missed for pickup, and appointments cancelled erroneously. Social Services recognized Elderly Benefit Specialists and Disability Benefit Specialists for their work in Iowa and Lafayette Counties. **b.** For Iowa County, Rebecca Wetter said that Logisticare calls have tapered off. She stepped out of an Organizational Effectiveness Facilitators meeting to give

this report. She said that all the staff met in the a.m. meeting, then in the afternoon smaller groups met. They will be meeting 6 days this year. The current newsletter reaches 1600 people now. Rebecca looked into having the Shopping News print it – there is room in an ADRC grant for the money difference. It was tabled at the July ADRC meeting. There will be an I & A outreach at the Iowa County Fair this year. The ADRC is working on the budget along with the County. The recent volunteer fair had 10 – 15 people stop in. The LEEPS program, which offers service to people with dementia, has more volunteers than participants.

Monthly Reports-possible action **Cash Flow Statement & C.D. Review:** The reports were reviewed. We have 3 C.D.'s coming due this month totaling \$27,000. The board wants Cecile to split them into part short term, part longer. **Budget Reports:** Cecile noted that Family Care is ahead of budget in Iowa, and behind budget in Lafayette. Moody asked if Sysco could drop at the sites like they used to in the past, and Cecile said she doesn't because there is a \$500 minimum order; plus she likes having purchasing control. To try to fill our walk-ins, Cecile has been buying, and sending to the sites, more fresh produce. We have also been storing more venison for SWCAP. Grover asked if Cecile has talked to Annette at Innovation Kitchen about processing fresh to save money; she said yes – a few months past. **Monthly Participant Numbers:** Reviewed; our average donation is very good, we just need more participation. Grover asked how much food we produce: Cecile said that since we take reservations, the cooks don't overproduce. Mineral Point had a good turnout for their cookout. Belmont had 46 for pasty. Motion to approve reports made by Bartels, seconded by Wolfe, motion carried.

Staff Issues Possible Action – **a. Health Insurance – Financial Position**

Motion by Nankee to approve the 08/02/11 Updated handout, seconded by Wolfe. Motion carried.

Site Report – Possible Action **a. Avoca:** Starting July 1st, our Avoca driver picks up meals at the Muscoda mealsite. We have 5 regular home-delivered participants: there was a group meeting at the mealsite once a week, but they say they won't come anymore. The first week they didn't wash their dishes, and the second week they said that the food was not hot enough. The board asked about having a breakfast program such as Highland, and Cecile said that the new restaurant was not interested.

New Policies: possible action **a. Whistleblower** – Tabled until next meeting. **b. Board of Director's Conflict of Interest.** Motion by Grover to Adopt **Iowa County Ordinance 701.10 Standard of Conduct; Conflict of Interest Prohibited**, seconded by Bartels. Motion carried.

Grant Update - Regarding Grant Foundation Search, Cecile searched some Friday from home-- she said preparing for the assessment took precedence, and she will

make grant search a priority when that is finished. We did not get a music grant for Shullsburg this year.

Training Request –possible action –None

Director's Report – Shullsburg has a new manager, Judith Andrews. Leon Wolfe helped Cecile interview 5 applicants, and he said they were all very qualified. Her first day alone was originally going to be 8/15/11, but they had a busload from Grant County eating that day, so Billie helped her. Her first day alone was 8/16/11. Billie's daughter, who had been volunteering at the site, also applied for the job. The state nutritional assessment is Tuesday, 08/23/11. Mike Glasgow is the dietician conducting it. August 30th thru Sept. 1st Cecile will be at the national MOWAA conference in Chicago. Cecile has been asked why there is no longer a Barneveld site: it is because we need participants. Steve Deal is the new supervisor representing Barneveld, and Grover said that maybe Cecile could talk to him.

Chairperson's Report - None.

Vouchers–possible action Vouchers were presented for signing. Motion to approve the vouchers was made by Wolfe, seconded by Grover. Motion carried.

Next Meeting Dates & Adjournment–Next meeting is scheduled for Wednesday, September 21st, 2011, at 3:00 p.m., at the Health and Human Services Building in Dodgeville, WI, Conference Room #1001. Meeting ended at 4:09 p.m.