

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
November 17, 2010

Meeting called to order at 1:30 p.m. by Chairman of the Board, Ron Benish, at the Iowa County Courthouse, the Loft Meeting Room, 222 N. Iowa St., Dodgeville, Wisconsin.

Roll Call: Daniel Nankee, Iowa; Bill Grover, Iowa, John Bartels, Lafayette; Bill Moody, Lafayette; Leon Wolfe, Lafayette, were present.

Others Present: Cecile McManus, Executive Director; Jan Baker, Financial Officer

Certification of the Meeting-Baker stated that notice of the meeting was posted at designated public places and emailed to Lafayette County. Motion by Grover that the meeting was properly certified, seconded by Wolfe. Motion carried.

Approval of the Agenda for Nov. 17, 2010-A motion was made by Grover to approve the Agenda, seconded by Wolfe. Motion carried.

Approval of Minutes of the Meeting of October 20, 2010, Board Meeting-The minutes were reviewed. A motion was made by Bartels to approve the minutes, seconded by Nankee. Motion carried.

Reports from other Board members and members of the audience – Wolfe said that the Commission on Aging advisory board plans to meet bimonthly. Also, he attended a meeting in Stevens Point, where the UW Extension gave the information that the population is aging. They are exploring questionnaires and programs to keep the aging in our communities. Cecile said that we plan to send Emergency Meals out to people who need them by November 30th. They include evaporated milk, water, peanut butter, wheat crackers, instant oatmeal, corn, beans, applesauce, granola bar, and tuna fish. We used to automatically give each home delivered person two meals, but this year we will ask everyone. Cecile and Kate are working on putting together something for the seniors with the important area telephone numbers. Nankee says people look for emergency numbers on the refrigerator. The ADRC of Iowa County is moving from the Courthouse into the HHS building, and are thrilled.

Aging Resource Center & County Aging Unit Reports –None.

Monthly Reports-possible action - A CD matures 12/23/10. Ron told everyone to shop for the best rate on a 12 month, or specials. Nankee noticed that the Cookbook income on the Iowa County budget report was in C-2, not C-1 where it was previously. Jan said it was her error- it belongs in C-1. We are selling cookbooks for \$5 each now. We have quite a few left and someone suggested we could display them in the new building. Also, in Iowa County income report, the local grants budget is not near 100%. Year to date expenses for Iowa County C-1 are good at 79.25%. C-2 wages are higher than budgeted, but lower than budgeted in C-1. Cecile says it's the way they were split. In Lafayette county C-1 raw food expenses are up, contracted food is down. Cecile said that Other Consumables is up because disposables were used for our volunteer events. Insurance was less than projected. C-2 is over budget on wages and total expenses. Ron said that labor can make or break a site or program. Entire program expenses are 3% higher than they should be overall. Monthly numbers in Iowa County -- Arena, Highland, and Linden average attendance and donations are up

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from October 2009. COP meals has changed to "Family Care"-a conservative state program. Our meal cost is \$8.95, they reimburse us \$8.75. Per Ron, we could sit down and negotiate with Terry in the Richland Center group if we weren't satisfied with their reimbursement price. In Lafayette County, average attendance is up from October 2009 in Shullsburg and Benton. Average donation is down in Shullsburg and South Wayne. For New Years Eve, Cecile has planned a new thing for the meal-sites that use her menu-Hors d'oeuvres. Total Participant numbers and donations are close to last year. Moody made a motion to approve the reports; seconded by Wolfe. Motion carried.

Budget for 2011-Possible Action – Cecile is still waiting for Bloomfield Manor's contract, but 4 food contracts have increased. Wages and food cost projections are up 2% from last year. Ron said he wished income projection was \$10,000 over expenses. At the last PAC meeting the members approved raising the suggested donation by 25 cents. Highland mealsite doesn't have a site manager. Grandma's Kitchen and Wilson Winkers volunteer to cover the duties. It was decided to delay approval of budget until next month, until Bloomfield's contract is received.

Food Contracts for 2011-Possible Action - Motion made by Bartels to approve Hodan Center, Village Inn, Grandma's Kitchen, and Lafayette Manor food contracts; seconded by Grover. Motion carried.

Increase in Suggested Meal Donation-Possible Action – Motion made by Wolfe to change the suggested donation for a congregate meal from \$3.75 to \$4.00, and a home delivered meal from \$4.00 to \$4.25, seconded by Bartels. Motion carried.

Staff Issues – Possible Action – None

Site Reports – We are concerned about Avoca's low congregate counts. The manager is working on getting people there.

Grant Update - Per Cecile, we received a grant from Walmart for \$250.00. She was told to stay on the grants, and to contact Lands' End and Farm & Fleet.

Training Request –possible action None

Director's Report – Cecile handed out the results of a survey that the benefit specialists did, and other surveys we did. SUN is moving Dec. 6th and Dec. 7th. Belmont Seniors donated over \$300.00 to us. We had a staff meeting last week and reviewed that all assessments need to be done once a year, and included some training.

Chairperson's Report– None.

Vouchers– Vouchers were presented for signing. Bartels made a motion to approve the vouchers; seconded by Grover. Motion carried.

Next Meeting Dates & Adjournment–Next meeting will be Wednesday, December 15, 2010, at 1:30 p.m, in the Health and Human Services Center, located at 303 W. Chapel St., Dodgeville, WI., room to be determined. Nankee made a motion to adjourn;Wolfe seconded. Motion carried, and the meeting ended at 3:30 p.m.