

# **SENIORS UNITED FOR NUTRITION PROGRAM, INC.**

## **BOARD OF DIRECTORS MEETING**

### **MINUTES OF THE MEETING**

**July 16, 2009**

(MINUTES SUBJECT TO REVIEW & APPROVAL)

Meeting called to order at 4:00 p.m. by Chairman, Ron Benish, at the Iowa County Courthouse, Iowa Co. Board Room, 222 N. Iowa St., Dodgeville, Wisconsin.

**Roll Call:** Ron Benish, Iowa; Gerald Dorscheid, Iowa; John Bartels, Lafayette; Bill Moody, Lafayette; Leon Wolfe, Lafayette; Diane McGuire, Iowa were present

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

**Certification of the Meeting**-McManus stated that notice of the meeting was posted at designated public places. Motion by McGuire that the meeting was properly certified, seconded by Wolfe. Motion carried.

**Approval of the Agenda for July 16, 2009**-A motion was made by McGuire to approve the Agenda and seconded by Moody. Motion carried.

**Approval of Minutes of the Meeting of June 11, 2009 Board Meeting**-The minutes were reviewed and no one had any questions. A motion was made by Moody to approve the minutes and was seconded by McGuire. Motion carried.

**Reports from other Board members and members of the audience**- Bartels, Wolfe and Moody enjoyed their noon meal at the SUN meal site in Shullsburg. Benish received a complaint from a participant (through an advocate) saying that he didn't like a spicy food that was delivered to him. Discussed that he could be sent something different the occasional times that spicy foods are served. McManus said that particular foods that could be considered spicy are requested by other participants and that is why they are on the menu.

**Aging Resource Center & County Aging Unit Reports**-None-Benson and Lindholm not present.

**Monthly Reports**- Benish thanked Jan for providing financial reports for the board to review; these are the first complete & accurate budget reports since January, due to personnel changes. McManus explained that our cash flow situation has improved because we are receiving our GWAAR allocations now. She also noted that our contracted food cost is over budget in Iowa County due to the good participation in Highland. Raw food cost is also high; Cecile doesn't know why and will investigate further. Total costs are less than projected for the budget at this time. Dodgeville participation is down; discussion that possibly more activities are needed. Barneveld and Arena average donation is very low; participation at Barneveld also very low; may jeopardize keeping that site open. Noted that attendance is down in Lafayette County from the same month a year ago, but the average donation is up. Also noted that South Wayne home delivery has doubled from that time.

**3 CD's renewing -action**-Three CD's are maturing, all in Iowa County; one on July 26, one on July 27 and one on August 12. Motion by Dorscheid to direct Benish and McManus to negotiate the best rate for the CD's upon maturity, and to reinvest; seconded by Moody. Motion carried.

**Site Reports**- Regarding Mineral Point - Breakfast - Participation has been 2 to 3 meals per day, average

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donation \$2.50, contract is for \$3.75 per meal. Hoping attendance will improve in the fall.

Clyde Hodge-the Dodgeville meal site driver- retired the end of June; he was a very steady employee and will be missed greatly. At other sites, the meal delivery person is not a paid position. Cecile is looking for volunteers- right now she has an 18 year old, Austin Smith, who is paid a stipend for home delivery of all the meals, plus a wage for picking up the food from Bloomfield. This arrangement has reduced our driver cost to half of what it was.

**Staff Issues-possible action**-Regarding Dodgeville - Clyde Hodge retired, delivery portion of that position will be paid mileage & stipend, not wage. Regarding Director's Health Insurance - The Dean Individual/CoPay plan that the board had approved denied Cecile coverage, but the Individual/Dean 2000 plan is available to her. This plan has a \$2000 deductible, with no copay. The drug plan is the same as the Individual Plan w/CoPay. Cecile presented a chart comparing the original group plan, and the two individual plans, with premium costs and savings per year. Benish requested giving the Board until next meeting to make a decision but Cecile said that Dean needed to know right away; they had already approved a delay for approval at the Board meeting. They usually require response in 10 days. There was much discussion. (Moody left meeting at 5:15). McGuire suggested Cecile pay 10% of the premium, plus a copay. Motion by Wolfe to approve the Individual/Dean 2000 plan with Cecile paying 10% of the premium and a \$20 copay, and Sun paying a deductible up to \$2000, and to review the plan in December for January 2010. Seconded by Bartels. Motion carried.

**Workman's Comp Insurance--** The premium increased by \$466.00 due to coverage for home delivery drivers; there was discussion about whether the drivers are volunteers, versus employees, because they aren't paid wages. Cecile was advised to talk to the county corporate counsel about it, and the counsel said he thinks the drivers are volunteers and don't need to be covered. She relayed this information to Esch and requested that they rebill us.

**Stimulus Grant Update** – There is \$20,554 available from the American Reinvestment and Recovery Act (ARRA) or Stimulus Plan, total for Iowa & Lafayette Counties. SUN will spend the stimulus money as soon as it comes in; money can be spent from July 1, 2009 to Sept. 1, 2010. GWAAR will send special forms. It cannot be transferred from C-1 to C-2, and can be used only for meals. The goal of the stimulus is to show that we saved or created a job.

**Training Request**–Excel training seminar for Jan at a cost of \$79.00, and the Nutrition and Aging Seminar for Cecile at a cost of \$109.00. Motion by Wolfe to approve both requests, seconded by Dorscheid. Motion carried.

**Director's Report**– The Mineral Point Village Clerk will not need to use our meal site as previously discussed. We have had to discontinue delivery of a disabled participant's meals due to non-payment. Cecile thanked Jan for covering for her while she was on vacation.

**Chairperson's Report**–Thanked Jan again for providing reports.

**Vouchers**– Vouchers were presented for signing. McGuire made a motion to approve the vouchers and Wolfe seconded it. Motion carried.

**Next Meeting Dates & Adjournment**–Next meeting will be Wednesday, August 12, 2009 at 4:00 p.m., in the Iowa County Board Room, Iowa County Courthouse. McGuire made a motion to adjourn, Bartels seconded and meeting ended at 5:35pm.