

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
March 7, 2006

Chairperson Jerome Laufenberg called the meeting to order at 2:00 p.m. at the Iowa County Courthouse, County Board Room, Dodgeville, Wisconsin.

Roll Call: Jerome Laufenberg, Iowa; Jim Murn, Iowa; Dahlman Van Epps, Iowa; Dean Thoreson, Lafayette; Cletus Bainbridge, Lafayette.

Absent – Kenny Taylor, Lafayette.

A quorum was present.

Others Present: Dorothy Radke, Executive Director; Marcia Kendall, Bookkeeper/Secretary/Assistant to the Director.

Certification of the Meeting: Radke stated that notice of the meeting was posted at designated public places.

Approval of the Agenda for March 7, 2006 and Approval of Minutes of the Meeting of

February 13, 2006 Board Meeting: Motion by Bainbridge seconded by Thoreson to approve the Agenda for March 7, 2006 and the Minutes of the Meeting of February 13, 2006 as mailed. Motion carried.

Aging Resource Center & County Aging Unit Reports – No reports

Monthly Reports – Financial Reports, C-1 & C-2 – December, 2005 Final Reports were distributed at the February 13th meeting for the Board to review. February, 2006 reports were distributed at the meeting. Both months reports were discussed.

Motion by Thoreson to approve the December 2005 Final and the February, 2006 C1 & C2 Financial Reports as presented, seconded by Van Epps. Motion carried.

Progress Report –January, 2006 Progress Report distributed and discussed. Motion by Bainbridge to approve the January, 2006 Progress Report as presented, seconded by Thoreson. Motion Carried.

Meal Cost Breakdown 12/31/05 – Distributed and discussed. Average meal costs for 2005 were \$6.67 per meal Lafayette County and \$7.30 per meal Iowa County. The main reason Iowa County meal cost is higher is due to less meals served in Iowa County.

Motion by Murn to include the approval of the Meal Cost Breakdown 12/31/05 to the previous motion with the Progress Report, seconded by Bainbridge. Motion carried.

Site Reports – Policy Advisory Council met last week. Comments received were:

Belmont site received a new refrigerator and a new stove that were donated in memory of past participants.

Arena site does a Show & Tell on Friday's. They bring something in that's old or an antique and discuss.

Shullsburg has a monthly birthday party, which has a different business sponsor each month to provide door prizes, party favors, & extras.

Blanchardville is averaging 40 meals a day which includes meals to the Argyle community.

Dodgeville home deliveries are averaging 27-29 per day.

Highland has 6-8 home deliveries per day which includes a route to Cobb.

All the sites enjoy the visits from the Benefit Specialists in both counties and the Nutrition Education Coordinator in Iowa County.

Avoca Village has approved having SUN use the kitchen/gym facilities for the Avoca meal site. Radke asked about a charge for the use of the facility but the Village has not made a decision at this time. Village is checking into adding another telephone line for the site and also updating the electrical in the kitchen. Sub-Zero has committed to donating two refrigerator/freezers for the kitchen. Is progressing along.

Staff Issues – Director Medical Leave – Radke will be taking a medical leave beginning May 15th with a recovery & therapy period of up to three months.

Office Assistant Position – SUN is in need of a part-time office person. Radke suggested 20-30 hours per week. Discussion. Suggested was to hire a limited term employee at \$10.50 per hour with a maximum 25 hours per week with no benefits and to begin April 1st.

Bookkeeper/Secretary/Assistant to the Director – Vacation Extension – Request to extend Kendall's vacation past her anniversary date due to the Director being off on Medical leave and unable to take.

Motion by Bainbridge to approve the Director's medical leave, hire a limited term office assistant at \$10.50 per hour with minimum of 20 hours to 25 hours a week with no benefits and to start as of April 1st, and extend the Bookkeeper/Secretary/Assistant to the Director's vacation for six months past her anniversary date, seconded by Thoreson. Motion carried.

Training Requests – WAND training will be held in Wausau on April 5th & 6th. Radke requested approval to attend. Motion by Van Epps, seconded by Murn for Radke to attend. Motion carried.

Director's Report – Auditor will be coming tomorrow, 3/8/06.

Radke reported she will be on vacation starting Friday through the next Thursday.

Radke submitted a letter of resignation/retirement to the Board with last day to work being March 31st.

Chairperson's Report – No report.

Reports from other Board members and members of the audience – Laufenberg suggested moving this agenda item further up on future agendas to follow approval of the Minutes. Board agreed with the suggestion and will do for future agendas.

Expense Vouchers – Motion by Bainbridge to approve all vouchers for payment as presented, seconded by Murn. Motion carried.

Next Meeting Date – Next meeting to be Tuesday, March 14, 2006, 10:00 a.m. in Dodgeville and the April meeting to be April 4, 2006, 10:00 a.m. in Dodgeville.

Adjournment – Motion by Bainbridge to adjourn until March 14, 2006, seconded by Van Epps. Motion carried.