

**SENIORS UNITED FOR NUTRITION PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES OF THE MEETING**  
**March 17, 2006**

Chairperson Jerome Laufenberg called the meeting to order at 10:00 a.m. at the Iowa County Courthouse, Veterans Library, 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; Carol Benson, Lafayette County Aging Resource Center.

**Certification of the Meeting:** Kendall stated that notice of the meeting was posted at designated public places. Motion by Murn that the meeting was properly posted and certified, seconded by Bainbridge. Motion carried

**Approval of the Agenda for March 17, 2006:** Motion by Bainbridge seconded by Van Epps to approve the Agenda for March 17, 2006 as mailed. Motion carried.

**Reports from other Board members and members of the audience** – Laufenberg reviewed closed session requirements. Discussion.

Thoreson entered meeting at 10:05 a.m.

**Exit Interview with Executive Director** – Thoreson stated that the reason for the exit interview was to get information from Radke. Radke was asked if she would like the meeting to go into closed session. Radke stated it was not a problem to stay in open session.

Board members commended Radke that her performance was great and did not want her to leave. Board also noted that they told Bob Kellerman, from AgeAdvantAge, at the March 14<sup>th</sup> meeting, that the program was good.

Benson entered meeting at 10:15 a.m.

Board asked what things needed changing in the program. Radke advised the need to have staff meetings. Much info can be gleaned and shared, besides informing staff of changes in program. Also it is important for Nutrition Director's to attend the monthly trainings. There are many new ideas on new programs that are available to meal sites.

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Discussion on current funding resources, additional resources needed and what can be done to address the concerns Radke shared. Van Epps asked if Radke would stick around to help out for awhile. Radke said she would consider staying up until her surgery on May 15th but SUN needs to proceed with advertising for a director.

Radke would consider staying on only until May 12<sup>th</sup> if April & May health insurance premiums were paid by SUN and sick & personal time reinstated. She would also be willing to leave sooner if SUN were to get someone started.

Motion by Thoreson to reinstate Radke's sick and personal time and pay for April and May, 2006 health insurance premiums, seconded by Bainbridge. Motion carried.

**Staff Issues – Executive Director Position** – Board instructed Radke & Kendall to work with AgeAdvantAge, Judy Lindholm and Carol Benson to get an ad set up to advertise. Benson will talk with Bob Kellerman, AgeAdvantAge, regarding financial assistance to advertise. Discussion on what to include in the ad. Three things the board would like in the ad for applicants to submit are resume/application, references and salary requirements. Laufenberg will look at the ad to approve for publishing.

Advertise in the Wisconsin State Journal and Shopping News the weeks of March 26<sup>th</sup> and April 2<sup>nd</sup>. Deadline for applications will be April 14, 2006. Board set a special meeting for Tuesday, April 18<sup>th</sup>, 9:00 a.m., to review applicants.

**Office Assistant Position** – Currently have several applications for the position. Need to set up time to do interviews. Discussion. Laufenberg and Bainbridge will sit in on the interviews with Radke and Kendall. Tentative date is March 23<sup>rd</sup> but need to check calendars. Will send out notice prior to meeting with details.

**Director's Report** – No report.

**Chairperson's Report** – No report.

**Expense Vouchers** – Vouchers signed but not approved.

**Next Meeting Date** – Next regular SUN Board meeting to be April 4, 2006, 10:00 a.m. in Dodgeville.

**Adjournment** – Motion by Bainbridge to adjourn, seconded by Thoreson. Motion carried.