

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
December 19, 2007

Chairperson Dean Thoreson called the meeting to order at 1:05 p.m. at the Iowa County Courthouse, Veterans Library Conference Room, Dodgeville, Wisconsin.

Roll Call: Phil Roberts, Iowa; Jack Jinkins, Iowa; Dean Thoreson, Lafayette; Kenny Taylor, Lafayette; George Williams, Lafayette.

Absent – Ronald Benish, Iowa.

A quorum was present.

Others Present: Cecile McManus, Executive Director; Marcia Kendall, Assistant Director; Judy Lindholm, Iowa County Commission on Aging; 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 Roberts that the meeting was properly posted and certified, seconded by Taylor. Motion carried.

Approval of the Agenda for December 19, 2007 – Motion by Williams to approve the Agenda for December 19, 2007 as mailed, seconded by Roberts. Motion carried.

Approval of Minutes of the Meeting of November 13, 2007 Board Meeting - Motion by Roberts seconded by Taylor to approve the Minutes of the Meeting of November 13, 2007 as mailed. Motion carried.

McManus introduced Jack Jinkins, SUN's new committee member, who is replacing Tom Mueller.

Reports from other Board members and members of the audience – No reports.

Appointment of Board Secretary – With Tom Mueller resigning from the SUN Board the position of Board Secretary is vacant. Need to appoint a new secretary. Motion by Williams to appoint Jack Jinkins as the SUN Board Secretary, seconded by Taylor. Motion carried.

Designated Check Signers – Tom Mueller needs to be removed from being a designated check signer and another person added. Motion by Williams to add Jack Jinkins as a designated check signer for the SUN Program and remove Tom Mueller, seconded by Roberts. Motion carried.

Aging Resource Center & County Aging Unit Reports –Carol Benson, Lafayette County
Aging Resource Center – The 2000 Plan Assessment was done and the assessor was pleased with accomplishments Lafayette County has made.

Finishing up a multi-County grant for Green, Iowa, Lafayette and SUN which is a second round grant. The first grant was the “Eat Better Move More” program which went over very well.

Benson is also working on two transportation grants.

Monthly Reports – Cash Flow Statement – November, 2007 – Distributed and discussed.

Budget Reports C-1 & C-2 – November, 2007 –Reports distributed and discussed.

Monthly Participant Numbers – October, 2007 – Reports distributed and discussed.

Motion by Taylor to approve the November 2007 Cash Flow Statement, the November 2007 Budget Reports C-1 & C-2 and the Monthly Participant Numbers for October 2007 as presented, seconded by Williams. Motion carried.

Site Reports – Arena Site – Relocated Meal Site – Arena meal site moved on November 30th from the VFW building to the Arena Manor. Three participants volunteered in helping with the move along with three VFW volunteers, Patty Schiferl, Arena Meal Site Manager/Cook and McManus. Started serving meals at the new site on Monday, December 3rd. Rent went up from \$105 per month to \$140 per month but if would have stayed at the VFW building the rent would have increased to \$200 per month starting in January, 2008.

Gratiot/Wiota Rural Route – Have received two \$500 donations, one from the Wiota Women of Elca and one from Scenic Rivers Co-Op, to support the Gratiot/Wiota Rural Route delivery. Did make a change in the route and had the two Gratiot deliveries furthest out on the route taken over by a volunteer delivery person from Shullsburg. McManus distributed an information sheet showing the cost savings by making the change in the route and financial commitments made by families and/or participants toward the delivery route expenses. Discussion. Board suggested McManus talk to Bob Kellerman, AgeAdvantAge, and see if there is funding available to help with the shortfall projected for the route expenses for 2008. Motion by Taylor for the Gratiot/Wiota Rural Route to continue for now, seconded by Williams. Motion carried.

Staff Issues – Dodgeville Site Manager - Have hired Diane Lefebvre as the new site manager for Dodgeville. She is into her third week now.

Meal Contracts – Highland Contract – Currently the meal contract for the Highland meal site is with Grandma’s Kitchen at \$4.00 per meal. For the 2008 contract renewal Grandma’s Kitchen requested \$6.50 per meal. McManus met with Tess Bomkamp, owner of

Grandma's Kitchen, and Bomkamp could go down to \$6.00 per meal. The highest contract SUN has for a catered meal is \$4.75 per meal which includes \$.90 per meal to transport. UW-Platteville is willing to contract for the Highland meal site at \$3.08 per meal. Ron Benish spoke with McManus earlier today with concerns voiced to him from people in the Highland community. McManus shared that discussion with the board. Bomkamp also expressed the desire to have freedom from the menu provided to her and if so would come down to \$5.50 per meal. McManus was very concerned with allowing this to happen. Nutritional content could change if allowed to happen. Discussion at great length. Board concluded that SUN cannot stay with Grandma's Kitchen due to the cost.

Motion by Roberts to go with UW-Platteville for the Highland meal contract starting January 7, 2008 at \$3.08 per meal and pay a volunteer mileage at the going rate to transport the meals from Montfort, seconded by Jinkins. Motion carried.

Administration Split Review – This is to be reviewed every six months. Current administration split is 52% Iowa County, 48% Lafayette County. The split was originally based on the County's percentage of Title III C-1 & C-2 funding received. The funding percentages have changed over the years but the administration split has not always followed the full funding percentage split difference. 2008 funding percentage split amounts to 55% Iowa County, 45% Lafayette County. Discussion.

Judy Lindholm entered meeting.

Discussion will continue at the next SUN Board Meeting in January.

Training Request – None.

Director's Report – Received word back on the Jenny Olson Grant and SUN will not be receiving anything for 2007. They will be sending out the 2008 Grant Application for consideration.

Blanchardville meal site celebrated their 30th Anniversary along with their Holiday party. Music was provided by the Twilighters and cards played later. It was a very nice party which we heard didn't end until around 6:00 p.m.

Tai Chi class that ended in Shullsburg was very successful. Received all the funding for the class and working on planning another one to start in January. 10 people have already signed up but still working on funding for it.

McManus spoke to the dietitian in October and she understood the contract was ending at the end of the 2007 year. Board directed McManus to write a letter indicating this as well.

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Benson mentioned that there may be a potential for people in Gratiot to want meals. Wanted to make the board aware of the possibility.

Driver who delivers supplies out to the on-site meal sites had an accident with the van, but no one was injured. Broke the window in the back door and put a dent in the door. Estimate to fix is \$1077 with a \$250 deductible. Will fix when the parts arrive.

Chairperson's Report – Thoreson welcomed Jinkins to the committee. Thoreson also directed McManus to continue to reduce costs.

Vouchers – Motion by Williams to approve the vouchers, seconded by Roberts. Motion carried.

Next Meeting Date & Adjournment – Tuesday, January 8, 2008, 1:00 p.m., Iowa County Courthouse. Motion by Taylor to adjourn until January 8, 2008, seconded by Williams. Motion carried.