

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
February 12, 2008

Chairperson Dean Thoreson called the meeting to order at 1:00 p.m. at the Iowa County Courthouse, Veterans Library Conference Room, Dodgeville, Wisconsin.

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

Absent – no one.

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; Jim Middagh, Dodgeville PAC representative.

Certification of the Meeting - Kendall stated that notice of the meeting was posted at designated public places.

Approval of the Agenda for February 12, 2008 – Motion by Roberts to approve the Agenda for February 12, 2008 as mailed, seconded by Taylor. Motion carried.

Approval of Minutes of the Meeting of January 8, 2008 Board Meeting - Motion by Benish seconded by Williams to approve the Minutes of the Meeting of January 8, 2008 as mailed. Motion carried.

Reports from other Board members and members of the audience – Benish stated that Tom Faull, a Linden meal site volunteer and a retiree of Alliant Energy spoke to him regarding the Alliant Energy retiree volunteer program that will pay the SUN Program for Faull volunteering for the SUN Program. Faull indicated that Trish Johnson is the Alliant Energy person to contact regarding the program. Kendall stated that SUN has the form needed for the Alliant Volunteer program and the year runs from July of one year through June of the next year. SUN is currently recording the hours Faull is volunteering but Alliant has a minimum hour's requirement that must be met in the year in order to receive a payment from Alliant. In the 2006-2007 year Faull did not have enough volunteer hours to receive a payment from Alliant. If Faull continues to volunteer at his current rate SUN should have enough hours to claim for the 2007-2008 year. Lindholm stated that an individual can volunteer 200 hours or more in a grant year for the program to receive a \$400 maximum and a minimum of 50 hours a year to receive \$100. Williams suggested that McManus send a letter of explanation to Faull so he is aware that SUN is aware of the program and the status. Board also suggested McManus talk to Trish Johnson to see if other programs or donations may be available to SUN. Also discussed if there were other retirees of Alliant that volunteer for the SUN Program that could

qualify. Board suggested putting an article in the Senior Newsletters to get the word out if there are others volunteering.

Aging Resource Center & County Aging Unit Reports – Carol Benson, Lafayette County Aging Resource Center – Had their Board meeting this morning. Closing out 2007 and opening 2008. The ADRC Long Term Redesign is going forward. Application submitted and will be having a face to face interview with the State.

Judy Lindholm, Iowa County Aging Unit – Iowa County will be having an informational meeting on Wednesday, January 13 regarding Family Care.

Monthly Reports – Cash Flow Statement – December, 2007 Final and January 2008 – Distributed and discussed.

Budget Reports C-1 & C-2 – December, 2007 Final – Reports distributed and discussed. Discussion on increased expenses at great length. Labor increased over \$20,000 alone. Report showing the difference in hours from 2006 to 2007 was discussed. Board voiced concern that this increase was unacceptable and cannot continue. Discussed serving 3 days a week instead of 5 days, would that make a difference? Discussed ways to try and cut costs. Board requested a meal cost for each site be computed and that McManus talk to site staff and come up with suggestions on ways to cut costs.

Board asked Middagh, a Dodgeville meal site participant, what he felt would bring in more people to the sites. Middagh stated that he mainly comes for the meal and he was not much for cards or bingo. Lindholm asked what other counties do. Green County has a contractor for the majority of their sites. Food is delivered in bulk and then portioned out at the sites. Marquette County has one central kitchen for their sites.

Lindholm commented that the Rewey and Dodgeville site staff and SUN office assistant positions in the past did not cost the SUN Program anything due to volunteer staff or other agencies/funding sources paid for those positions. This is not the case any longer and SUN had to start paying the expenses

Board felt the need to involve site employees in helping decide ways to cut costs by having a meeting with them, either the counties separate or both together. Motion by Williams to leave it up to McManus and Kendall to come up with suggestions from staff, seconded by Taylor.

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

Motion by Roberts to approve the December 2007 Final and January 2008 Cash Flow Statements, December 2007 Final Budget Reports C-1 & C-2, and the December 2007 Monthly Participant Numbers as presented, seconded by Williams. Motion carried.

Site Reports – Rewey Meal Site Update -Rewey volunteer site manager has resigned due to health reasons. For the interim Linden site manager, Eunice Naeger, is willing to put the food in the steam table when it arrives, do temps and weekly reports and a Rewey volunteer, Naomia Zimmerman, will serve and clean up. This arrangement adds 15 minutes a day to the Linden site manager's time.

Rewey Village is having a meeting tonight and McManus plans to attend and has encouraged participants to attend as well. Will bring back info next month to see how it's working.

Dodgeville Meal Site Update - Dodgeville site manager has resigned. Substitute who has been filling in is interested in the position. McManus will be talking to the substitute.

Staff Issues - Avoca site manager resigned to take another position with benefits; currently advertising for the position.

Executive Director's Pay for Time Off – McManus took 4 days off to be with her mother when she had surgery. Currently McManus is on probation and asked the Board if her pay should be reduced for the days taken off. Discussion. Motion by Williams for McManus to use sick days that are accruing for the time off, seconded by Benish. Motion carried.

Rural Route Home Deliveries – Gratiot/Wiota route has been split with Shullsburg taking on part of the route. This has reduced wages ½ - ¾ hour off the original paid delivery person's route. The mileage paid for the Shullsburg volunteer is about a wash. Receiving monthly donations for mileage from 3 families and one person contributing \$5.00 a meal, which are 4 out of 6 participants contributing, to help support the route.

Received a new home delivery request for a couple outside of South Wayne in the Gratiot/Wiota area. McManus approved the request and the Shullsburg volunteer is considering picking up the new couple on his own time and mileage.

Question came up what if get new requests? What are we to do? Board directed McManus to find out what percent of funding neighboring counties, Grant, Green, Crawford, are putting in their budgets for nutrition and what their delivery and meal costs are.

Administration Split Review – 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. Report with Administration Split costs for 2007 distributed and discussed. Motion by Jinkins to approve the 55% Iowa County, 45% Lafayette County administration split for 2008 but to be adjusted in dollar amount for 2008 instead of changing the approved 2008 budget and then after to bring back yearly at budget time for review, seconded by Benish. Motion carried.

Discussion of Lafayette County Financial Situation – Already discussed with Budget Reports.

Training Request – None.

Director's Report – Benton Village donated \$2,000 to cover utilities and telephone expenses at the Benton meal site. Board requested a thank you be sent for their support.

Received notice that SUN will be receiving a grant from the Darlington Area Community Fund, DUWI, but will not know the amount until February 20th when disbursements will be given out. When applied for the grant, it was for general support of the program.

Chairperson's Report – No report.

Vouchers – Motion by Taylor to approve the vouchers as presented, seconded by Jinkins.
Motion carried.

Next Meeting Dates & Adjournment – Tuesday, March 11, 2008, and Tuesday, April 8, 2008, both at 1:00 p.m., Iowa County Courthouse. Motion by Williams to adjourn until March 11, 2008, seconded by Roberts. Motion carried.