

**SENIORS UNITED FOR NUTRITION PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES OF THE MEETING**  
**June 10, 2008**

Meeting called to order at 4:05 p.m. by Chairman, Ron Benish, at the Iowa County Courthouse, Veterans Library Conference Room, Dodgeville, Wisconsin.

**Roll Call:** Ron Benish, Iowa; Bill Ehr, Iowa; Diane McGuire, Iowa; John Bartels, Lafayette; Bill Moody, Lafayette; Leon Wolfe, 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. Motion by McGuire that the meeting was properly certified, seconded by Wolfe. Motion carried.

Introductions were done.

**Approval of the Agenda for June 10, 2008** – Motion by Moody to approve the Agenda for June 10, 2008 as presented, seconded by Ehr. Motion carried.

**Approval of Minutes of the Meeting of May 13, 2008 Board Meeting** - Motion by Wolfe seconded by Bartels to approve the Minutes of the Meeting of May 13, 2008 as mailed. Motion carried.

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

**Gratiot/Wiota Rural Route Home Delivery discussion with Bob Kellerman, AgeAdvantAge**  
– McManus reported that Kellerman was unable to attend today but is available for the July meeting.

Benish asked to have the history of the Gratiot/Wiota rural route explained to bring all board members up to date. Kendall and Benson explained that the route originally started when a COP client in Gratiot started on home delivered meals and the COP program paid for the transportation to Gratiot from the South Wayne site. Additional requests from participants in Gratiot were made and meals were delivered since already going to Gratiot for the COP person. This worked well until the COP client went off meals and the funding source for the transportation costs ended. At that time SUN approached the Lafayette County Aging Resource Center to see if they were able to fund the cost of the

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transportation to keep the meals going to the Gratiot participants. Lafayette County Aging Recourse Center was able to fund the route for an extended period of time, but as the route continued to grow and expand into the Wiota area costs increased. Due to the loss of available volunteers from the South Wayne meal site the route was changed to be delivered out from the Blanchardville meal site. SUN started using the SUN van and staff person who was delivering meals to Argyle to continue on and make the deliveries to the Gratiot/Wiota route. Funding from Lafayette County Aging Resource Center ran out in September 2007. SUN then asked a representative from AgeAdvantAge to attend a SUN Board meeting to make suggestions and help find ways to continue funding the route. AgeAdvantAge made a commitment to fund the Gratiot/Wiota route through December 2007 and this was to give SUN time to come up with a plan for 2008. A split Gratiot/Wiota route option was tried with part of the route being delivered by a volunteer from the Shullsburg site, to try and reduce the costs, but the route ended up costing more with the increased gas prices. Currently now the route is all being delivered out from the Blanchardville site using a SUN vehicle and staff person. SUN did receive two \$500 donations toward the route for 2008 and the director spoke with the families of participants on the route to see if they were able to donate toward the cost as well. So far only two families are donating \$50 per month and one person donated \$50 for two months toward the transportation costs. The 2008 cost per month for the Gratiot/Wiota route is averaging \$517 per month. As of the end of May the year to date expenses SUN has had to absorb, after the donations received, is \$884.

Board will discuss further at the July Board Meeting when Kellerman attends.

**Aging Resource Center & County Aging Unit Reports** – Carol Benson, Lafayette County Aging Resource Center – Had their Board meeting in the morning and discussed the ADRC, where Lafayette County is and where it needs to be by October 1, 2008 to be ready to go live.

Judy Lindholm, Iowa County Aging Unit – Lindholm thanked Lafayette County Aging Resource Center for allowing Iowa County to rent an available bus they have. Hodan Center's back-up bus, that is usually used, was not available, so appreciated using Lafayette County's.

**Monthly Reports – Cash Flow Statement – May, 2008** – Distributed and discussed.

**Budget Reports C-1 & C-2 – May, 2008** – Distributed and discussed.

**Monthly Participant Numbers – April, 2008** – Distributed and discussed.

Motion by McGuire to approve the monthly reports as presented, seconded by Ehr.  
Motion carried.

**Site Reports** – McManus attended the Arena Manor meeting last month and the Manor has agreed to reduce the rent by \$20 per month to \$120 per month. Manor will review again in 6 months. Site agreement with the change has been signed and went into effect as of June 1<sup>st</sup>.

Mineral Point site agreement is due for renewal but have concerns with the maintenance part of the agreement. Concerns are with the frequency the cleaning lady comes and bathrooms being cleaned on a regular basis. McManus sent a letter to the Mayor with a new agreement and noted changes made regarding the maintenance. Letter and agreement changes distributed for the board to review. Board suggested putting bathrooms are to be cleaned on a bi-weekly basis in the agreement. Motion by Ehr for McManus to send a letter to the Mineral Point City Council, from the SUN Board, requesting that the Senior Center/Meal Site is left the way it was prior to use and maintain the cleanliness of the building and bathrooms, seconded by Bartels. Motion carried. Benish and McManus are to sign the letter for the Board to get sent off sooner. McGuire suggested having June Meudt, Iowa County Health Department, do a site inspection.

**Staff Issues** – Shullsburg's new cook site manager, Ellen Doyle, will be starting June 23<sup>rd</sup>. For the interim the Shullsburg Home provided meals for 3 weeks and now Lafayette Manor is providing meals for 3 weeks until Doyle can start. Have a volunteer, who is using the SUN van, picking up the meals and transporting them to Shullsburg. Having the monthly birthday party tomorrow as scheduled.

**Site Telephones Update** – McManus attended the Blanchardville Village Board Meeting and requested assistance with the telephone and rent expense at the meal site. Board referred the request to be addressed by the finance committee for further consideration.

**SUN Vehicles** – Chevy van, that is used to transport meals to Blanchardville, Argyle and Gratiot/Wiota meal delivery route, is in need of new tires, current tires are only a little over a year old. Mechanic is not recommending putting tires on, concerns with problems and age of van.

McManus spoke with Iowa County Sheriff Steve Michek regarding SUN using the county van for the monthly meal site deliveries. Michek felt the scheduling could be worked out and SUN would only need to pay for the gas and oil change. SUN employees would also be covered by the county's van insurance when using the vehicle.

McManus suggested using the Ford van for the Gratiot/Wiota route and the sheriff's van for the monthly deliveries out of the SUN office and dispose of the Chevy van.  
Discussion.

Motion by Ehr to use the Ford van to transport meals to Blanchardville, Argyle and Gratiot/Wiota home delivery route and use the Iowa County sheriff's van for monthly deliveries from the SUN office. Also to dispose of the Chevy van, seconded by McGuire. Motion carried.

**Training Request – SAM's Training** – A one day SAM's training is being held in Lacrosse on July 16<sup>th</sup>. The cost is \$10 per person and would involve all three SUN staff from the office. The SAM's training is the software program that SUN must report all participants and meals served to receive our nutrition funding. We will be able to car pool with the Iowa County Commission on Aging Staff that is attending too. Motion by Wolfe for the three office staff employees to attend the SAM's training and close the office for the day, seconded by Moody. Motion carried.

**Director's Report** – Received the renewal notice from UW-Platteville for the meal contract that covers Highland, Linden and Rewey meal sites for the period of 7/1/08-6/30/09. Request is a 3% increase bringing the meal cost to \$3.17 per meal, a \$.09 per meal increase. Board felt request was reasonable and should approve. Will put on the July agenda for formal approval.

Mineral Point Open House held on May 22<sup>nd</sup> was a success. Had a full house with good speakers and entertainment throughout the day. Senator Dale Schultz attended toward the end of the Open House.

Belmont Anniversary/Birthday/Volunteer Appreciation dinner on May 19<sup>th</sup> was also very successful. All the Lafayette County SUN Board members and SUN office staff were in attendance along with Lafayette County Commission on Aging Staff. Had a nice crowd for the day.

McManus attended a meeting of the over 55 Club in Barneveld. Interest in having a congregate site at the restaurant was voiced. Working on details with the restaurant.

**Chairperson's Report** – No report.

**Vouchers** – Motion by McGuire to approve the vouchers as presented, seconded by Wolfe. Motion carried.

**Next Meeting Dates & Adjournment** – Next meeting will be Tuesday, July 8, 2008, 4:00 p.m., Iowa County Courthouse. Motion by Bartels to adjourn until July 8, 2008, seconded by Moody. Motion carried.