

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
November 18, 2008

Meeting called to order at 4:00 p.m. by Chairman, Ron Benish, at the Iowa County Courthouse, Veterans Library Conference Room, Dodgeville, Wisconsin.

Roll Call: Ron Benish, Iowa; Diane McGuire, Iowa; Gerald Dorscheid, 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; 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 McGuire that the meeting was properly certified, seconded by Wolfe. Motion carried.

Approval of the Agenda for November 18, 2008 – Motion by Moody to approve the Agenda for November 18, 2008 as presented, seconded by Dorscheid. Motion carried.

Approval of Minutes of the Meeting of October 20, 2008 Board Meeting – Benish asked to have the minutes amended to include under Transferring of Funds the figures for the amount of funds Iowa County transferred from a CD for Lafayette County use. Motion by Moody seconded by Wolfe to amend the Minutes of the Meeting of October 20, 2008 to add under Transferring of Funds – Lafayette County is to repay Iowa County \$22,920.68 plus interest of \$691.76 for a total of \$23,612.44 in April, 2009 when the Lafayette County CD matures. Board asked to have this discussion brought back in April 2009 when the CD matures to make sure funds get repaid to Iowa County. Motion carried.

Note: Value of the Lafayette County CD on 11/19/08 was \$23,612.44 (equal funds were used from the Iowa County CD that was cashed in 11/19/08 for Lafayette County use in 2008 and the Lafayette County CD of equal value now belongs to Iowa County at maturity in April 2009.)

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

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

Benson entered meeting at 4:20 p.m.

Budget Reports C-1 & C-2 – October, 2008 – Distributed and discussed. Benish raised the question on contracted meals versus on-site cooking, which is more cost effective.

Monthly Participant Numbers – September, 2008 – Distributed and discussed. Barneveld site has lost some home delivered participants but in October had a couple new people eating at the restaurant.

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

Aging Resource Center & County Aging Unit Reports – Carol Benson, Lafayette County Aging Resource Center – Benson reported that the budget is done. The ADRC issue has been resolved and Benson will be working with the Human Services agency, the lead agency. Formally changed the name of the Aging Resource Center to be Commission on Aging.

2009 Meal Contracts – Stopped cooking in South Wayne as of September 30 and contracted with Zaf-Ole's Catering out of Belleville. After three weeks, the participants were not happy with the quality or portions. McManus discontinued services with Zaf-Ole's and the meal site was closed for two weeks. Contract for South Wayne site is now with Marty's Village Inn. Contract is signed and returned for \$3.00 per meal without milk. SUN will purchase milk, making total cost around \$3.30 per meal. The contract is for three months, due to the business being up for sale.

Lafayette Manor verbally committed to stay at \$3.50 per meal for 2009.

Barneveld contract with Buzz Inn has requested a \$.25 per meal increase, making the meal cost \$4.50.

Sent a letter to Hodan Center stating SUN is discontinuing the contract with them for Dodgeville meals, as of January 2, 2009, but will continue for Mineral Point meal site.

For the Highland contract, looking at contracting with the restaurant, Grandma's Kitchen. Requesting \$5.00 per meal, the current contract cost is \$4.75 per meal with transportation. Also discussing doing a breakfast meal at Grandma's Kitchen and keeping the noon meal at the current location. For the breakfast meal, will have one menu with choices to select from. Discussion. McManus was directed to see if breakfast could be available on Saturday and Sunday also. Motion by Moody to try the breakfast site in Highland on a trial basis up to three months and then review, seconded by Bartels. Motion carried.

Motion by Wolfe to approve the South Wayne meal contract with Marty's Village Inn at \$3.00 per meal (without milk), seconded by McGuire. Motion carried.

2009 SUN Budget – Proposed budget sent out prior to meeting for Board to review. Discussed the \$25,000 advance from Lafayette County in 2008 and paying it back. 2% wage increase is figured into the proposed budget. Discussed the option to close sites down a couple days or shut some down totally if not cost effective. Much discussion. Motion by Wolfe to approve the 2009 Budget as presented with the understanding of the need to

watch it closely and start looking at the future budget in 6 months, seconded by McGuire.
Motion carried.

McGuire suggested that SUN Board Members report to their County Board every three months on what's going on with the SUN Program to keep them informed.

Site Reports – Dodgeville – Site has moved to the Hidden Valley Church and is having their Thanksgiving dinner tomorrow. Everything going well.

South Wayne – Already discussed.

SUN Office Relocation – There was talk that SUN may need to move the office due to ADRC needing more space but it doesn't sound like it now. No action needed.

Staff Issues – None.

The SUN Board of Directors shall entertain motion to go into Executive Session pursuant to Sec.19.85 (1) (c) consideration of employment, promotion, compensation, and performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and, Executive Session pursuant to (1) (e) conducting public business with competitive or bargaining implications.

a) Executive Director's Evaluation

Motion by Wolfe to enter into closed session pursuant to state statute Sec.19.85 seconded by Bartels. Roll call taken – Bartels, Moody, Wolfe, Benish, McGuire and Dorscheid.
Motion carried.

Motion by Wolfe to reconvene into open session of the SUN Program Board meeting, seconded by Bartels. Roll call taken – Bartels, Moody, Wolfe, Benish, McGuire and Dorscheid. Motion carried.

Benish and McManus will meet on Friday to go over McManus' evaluation.

SUN Vehicles Update – Sheriff's van was not available again last month when needed and had to use the SUN Ford van. Ford van needs about \$900 in repairs and cost \$450 for insurance, about \$1,350 to get up and ready. Will be needing tires replaced also. Discussion. McManus is to get information on the current tires to Bartels and he will check on pricing. Motion by McGuire to repair the van, seconded by Moody. Motion carried.

Training Request – McManus attended the WAND Fall Training last week in Stevens Point. McManus notified Benish and received his approval prior to attending. Cost of the training was \$65.

Director's Report – Received a settlement check for the Avoca site due to the flooding, of \$503.13, all that was requested, less \$250 deductible.

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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, December 16, 2008,
4:00 p.m., Iowa County Courthouse. Motion by McGuire to adjourn until December 16,
2008, seconded by Bartels. Motion carried.