

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
September 15, 2010

Meeting called to order at 2:02 p.m. by Chairman, Ron Benish, at the Iowa County Courthouse, UW Extension Conference Room, 222 N. Iowa St., Dodgeville, Wisconsin.

Roll Call: Ron Benish, Iowa; Dan Nankee, Iowa; Bill Grover, Iowa; John Bartels, Lafayette; Bill Moody, Lafayette, were present. Leon Wolfe, Lafayette, absent.

Others Present: Cecile McManus, Executive Director; Jan Baker, Financial Officer;; Judy Lindholm, ADRC Director, Iowa County, and Kate Chambers, ADRC Director, Lafayette County.

Certification of the Meeting-Baker stated that notice of the meeting was posted at designated public places. Motion by Nankee that the meeting was properly certified, seconded by Bartels. Motion carried.

Approval of the Agenda for Sept 15, 2010-A motion was made by Grover to approve the Agenda, seconded by Bartels. Motion carried.

Approval of Minutes of the Meeting of August 19, 2010 Board Meeting-The minutes were reviewed and no one had any questions. A motion was made by Moody to approve the minutes, seconded by Nankee. Motion carried.

Reports from other Board members and members of the audience – None.

Ageing Resource Center & County Ageing Unit Reports- Per Kate Chambers, the FamilyCare people have been hired. They will be moving to the lower level of Subway later this year. The ADRC has November and December marketing plans. There will be 2nd interviews September 27th for the Human Services Director—they are down to 2 people. Per Judy Lindholm, there are 2 new Intake & Assistance folks—she is relieved the positions are filled. Lafayette County has been helpful, letting our people shadow. She is working on the 8521 Grant application which is due the end of December, and they will have a limited term employee until the end of the year. The ADRC is moving into the new building the last 2 days of November.

Monthly Reports- No questions on Cash Flow Statements. The C.D. was renewed for 12 months at FNB at Darlington at 1.5%. Jan handed out a June, July, August meals served comparison, and it was noted that Arena congregate counts are good. Also, South Wayne and Avoca counts are down, Shullsburg and Blanchardville counts are up, and Highland breakfast is still going well. Grover asked if there have been any surveys done recently. There was discussion about asking seniors what else we may include to improve participation. Cecile stated a short survey was given to all sites in the spring. It was suggested to Cecile that she needs a strategic plan, and to ask Paul O with the Extension for help. Motion to approve the monthly reports by Moody, seconded by Bartels. Motion carried.

2011 Budget-Initial Review-Grover complimented Cecile on the Budget Proposal handout, saying that it is easy to read and has a lot of information. Cecile also included a spreadsheet with and without pay increases. Ron said that we would not be opposed to seeing a budget where income was in excess of expenses. Cecile asked Board to review for next month's meeting.

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Form 5500-SF – Jan said that, to the best of her knowledge, this is the first year we are required to file this federal report that pertains to our 403b plan. After doing some research, she determined that we should have a professional prepare it. Wegner CPA's had given her a verbal quote of \$400. Motion by Moody, seconded by Grover, to approve having Wegner prepare our 5500 the first year, and we may try to prepare it ourselves next year. Motion carried.

Staff Issues-possible action- Discussed our current Personal Leave Policy. Next meeting everyone will have a copy of the complete personnel policy manual for review.

Site Reports –Cecile went to an open meeting in Mineral Point regarding the remodeling that will be going on where our mealsite is located. She said they will have a referendum in November, and that the work will start this spring and finish in fall, if approved. The plan includes a room for larger groups if needed. SUN is looking for a temporary mealsite.

Rural Home Delivery – Per Cecile, when someone requests rural delivery, we ask first if they have someone who can pick it up for them. There was discussion about cost. Cecile asked if delivery could be done if we used a volunteer driver and extra donation was received for mileage, with no extra cost to SUN. Someone recalled that Bob Kellerman said, about rural delivery, that if we can afford it, we can do it; but either way we can't quit delivery to someone once we start. Motion made by Moody that we do not go with more rural home delivery. Seconded by Bartels. Motion carried.

Grant Update – No news.

Training Request – Cecile requested, and received, a scholarship from GWAAR to attend a 2-day WI Aging Network conference in the Dells. Motion made by Bartels to approve her attendance, seconded by Nankee. Motion carried.

Director's Report – October 6th from 4 – 7 p.m. there will be a soup and sandwich supper in Belmont. Some of the proceeds are donated to SUN.

Chairperson's Report–None.

Vouchers– Vouchers were presented for signing. Bartels made a motion to approve the vouchers; seconded by Moody. Motion carried.

Next Meeting Date & Adjournment–Next meeting will be Wednesday October 20th, 2010 at 3:00 p.m., in the Iowa County Board Room, Iowa County. Moody made a motion to adjourn, Bartels seconded, motion carried, and meeting ended at 4:00 pm.