

**SENIORS UNITED FOR NUTRITION PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES OF THE MEETING**  
**November 16, 2011**

Meeting called to order at 2:05 p.m. by Board Chairman, Ron Benish, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Conference Room 1004.

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

**Others Present:** Cecile McManus, Executive Director; Jan Baker, Financial Officer.

**Certification of the Meeting**-Baker stated that notice of the meeting was posted at designated public places. Let the records show that the meeting was properly posted.

**Approval of the Agenda for November 16, 2011:**- A motion was made by Bartels to approve the agenda, seconded by Nankee. Motion carried.

**Approval of Minutes of the Meeting October 19, 2011 Board Meeting**-A motion was made by Moody to approve the minutes, seconded by Bartels. Grover abstained since he was absent at this meeting. Motion carried.

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

**Aging Resource Center & County Aging Unit Reports** a. For Lafayette County. Cecile said that Kate Chambers gave SUN big, red, plastic sleeves that hold an emergency medical information card. They have a magnet on the back, and are meant for participants to stick on their refrigerator. B. For Iowa County, Ron reported that Darin Smith has resigned as the Director of Human Services. Iowa County will try to do what they can to fill his position.

**Monthly Reports-possible action** Cash Flow Statement & C.D. Review: The reports were reviewed; to meet expenses, SUN transferred \$25,000 from Iowa County's setaside Money Market Account into our main checking account. There was much discussion. Ron said that the program is destined to die in 4 or 5 years if we keep using our setaside at this rate. Looking ahead, Ron suggested that the board members consider, as an option, asking the two counties to budget for SUN's anticipated shortfall in their 2013 budgets. He noted that Iowa County gives funds to many other nonprofits. Budget Reports: Donations are under budget; expenses are right on target. We won't be getting any funds from Emergency Food and Shelter Program for Iowa County this year; for Lafayette County we will receive \$1000.

Grover asked what the difference in cost is between a congregate and a home delivered meal? This varies by mealsite. He asked about looking to reduce home delivered meal costs. Monthly Participant Numbers: Reviewed; Grover asked why, since Lafayette County's population is less than Iowa County, Iowa County serves less meals? Cecile said that Iowa County's two largest towns are struggling with participation, and part of the reason could be because seniors have more options in these larger towns. Moody made a motion to approve the monthly reports, seconded by Grover. Motion carried.

**Budget-Possible Action** No changes were made from the 2012 budget tentatively approved last meeting. Grover made a motion to approve it, seconded by Nankee. Motion carried.

**Staff Issues – Possible Action** a. Blanchardville - Judy Sardeson, who has been the manager for the past 22 years, is on medical leave. Paul Sardeson was subbing for her, but he couldn't do it longterm, and he has found two more subs. One of these new subs has scheduled some activities, and she has recruited some volunteers. Cecile will keep us posted. b. Shullsburg – Judy Andrews resigned; last Friday was her last day. The new manager, Jacklyn Wood, lives in Shullsburg, and has been training the past few weeks.

**Site Report – Possible Action** None.

**Grant Update -** a. Graphics, Publicity – Vans - Cecile said that the graphics ordered are here – the Ford Transit publicity needs to be done by the end of November in order to get the second half of the grant money. Cecile said that both vans will have the graphics applied at the same time. She also said that she will find out in December about the \$7500 she asked for from the Biddick Foundation to help pay for rural route expenses.

**Training Request – possible action** – None.

**Director's Report –** Looking forward, Cecile suggested we schedule our volunteer event on April 18<sup>th</sup>, the same day as Grant County, and have our monthly board meeting at the event. Microsoft 2010 software is in—Jan and Cecile will have it installed on their computers soon. Cecile visited the "Volunteers, Fund Raising, & Grants" class at UW Platteville. The students will work on 2 projects for us, and they will update Cecile at the end of the semester with their ideas.

**Chairperson's Report -** None

**Vouchers–possible action** Vouchers were presented for signing. Motion to approve the vouchers was made by Bartels, seconded by Nankee. Motion carried.

**Next Meeting Dates & Adjournment**—Next meeting is scheduled for Wednesday, December 21<sup>st</sup>, 2011, at 2:00 p.m., at the Health and Human Services Building in

**Minutes of the Board of Directors Meeting**

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Dodgeville, WI, Conference Room #2001. Motion to adjourn made by Moody; seconded by Nankee. Motion carried. Meeting ended at 3:50 p.m.

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