

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
January 18, 2012

Meeting called to order at 1:35 p.m. by Board Chairman, Ron Benish, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Conference Room 2001.

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

Others Present- Cecile McManus, Executive Director; Jan Baker, Financial Officer; and Kate Chambers, ADRC Director, Lafayette County.

Certification of Compliance with Open Meeting Law- 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 January 18, 2012- A motion to approve the agenda made by Wolfe; seconded by Nankee. Motion carried.

Approval of the Minutes of the December 21, 2011 Board Meeting- Wolfe, who was absent at the November 16, 2011, meeting, had asked if a dollar amount was mentioned when we had talked about asking Iowa and Lafayette Counties for funds in 2013 to cover a loss. Nankee had stated later in the meeting that the figure we had heard was \$34,000. This comment was not heard by all. Therefore, it will be struck from the December 21, 2011 approval of the minutes' section. Also, Nankee asked for clarification in the Monthly Reports section regarding Cecile's comment that, for the first time, someone on the Argyle rural route passed away. The clarification is that she had said this as part of the explanation as to why meal counts were less for home-delivered meals in December 2011, than they were in December 2010 for Argyle/Blanchardville. A motion was made by Wolfe to approve the minutes with the amendments, seconded by Nankee. Motion carried.

Reports from other Board members and members of the audience- John Bartels saw the new van on the road. He said it looked nice with the graphics on it. Leon Wolfe said that he asked Kate Chambers at the January Lafayette County COA meeting to recognize that they may need to put money in the budget for SUN. Kate will talk to Rebecca Wetter, Director of the Iowa County ADRC, about it. Cecile said that Grant County's Elderly Nutrition Program gets 1/3 of their revenue from donations, 1/3 from GWAAR allocations, and 1/3 from their tax levy. Wolfe asked if Bob Kellerman could explain the difference between Iowa and Lafayette County allocations.

Aging Resource Center & County Aging Unit Reports- a. For Lafayette County- There is a new Disability Benefit Specialist; Lauren resigned. It is Cheri, who was an Alcohol or Drug Abuse counselor. AARP tax aides will be volunteering in Argyle and Darlington. Kate is waiting for the wait list cap to be removed. Lafayette County Human Services has a new resource guide online. Kate asked Cecile to look at it. 2012 Goals are to do a transportation survey, and for Prevention (Title IIID) in March, they plan on beginning the "Stepping On" program. b. For Iowa County-No representative. Rebecca will be back parttime for the next two weeks.

Monthly Reports-Possible action- Cash Flow Statement & C.D. Review: The only change since last month to set-aside funds was the monthly addition of interest income, and a note that we received the \$25,000 Lafayette County Loan. Budget Reports: 2011 Revenue is \$2500 above budget, mostly due to the \$18,820 grant funds received for our new van. Also above budget, in December we received a grant from Biddick Foundation, prepaid NSIP funds, and a Family Care receipt. In program management expenses, we are over budget on Postage, Travel, and Other (from unexpected extra unemployment tax, and our pension returns and penalty). In meal cost expenses, we are over budget on wages and payroll taxes because we paid for 2 managers for 2.5 months in 2011 while Judy from Blanchardville was on sick leave. Food transportation is over budget because it includes fuel, which cost more than we had anticipated. The cost for Other consumables was over, and most of the cost was for Dodgeville for disposable trays. Cecile bought reusable trays, so Other Consumables will be less in 2012. Nutrition education was over because Cecile purchased 2012 materials in December 2011. Outreach is over budget because it includes grant expenses, and Reweys previous volunteer's bonus. Depreciation of \$1,928 was not budgeted for, for our new van. The total we spent in 2011 was \$428,767, total budgeted was \$417,054, so we were over budget by \$11,713. Monthly Participant Numbers: Per Cecile, Avoca has a couple of new home-delivered participants. Mineral Point's and Dodgeville's average daily attendances are up from December 2010. Highland's breakfast, and Blanchardville/Argyle's daily attendances, are down from December 2010. For the entire year, Iowa County's average daily attendance was 73, down 9 from 2010, and Lafayette County's average daily attendance was 91, down 1 from 2010. The average meal donation is up for both counties. Motion to approve the monthly reports made by Wolfe; seconded by Bartels. Motion carried.

Annual Policies to Review-Possible Action- a. Sick Leave: Reviewed. Motion made by Wolfe to leave the sick pay policy the way it is, and review it again next year; seconded by Nankee. Motion carried.

Staff Issues – Possible Action- a. Blanchardville – Cecile, and the Board, received a letter from Judy Sardeson, saying she hopes to come back in February. She also thanked them for her wage increase. Cecile said that the sub has been wonderful, and that she knew it was temporary when she started. b. Schedule Evaluation of

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Director – Per Ron, mail the blank form to the Board, and they should complete it and bring it to the February meeting.

- c. Motion to go into Executive Session at 2:40 p.m. made by Bartels; seconded by Nankee. Motion carried. Motion to come out of closed session at 3:50 p.m. made by Bartels; seconded by Wolfe. Motion carried. Motion made by Bartels, seconded by Nankee, to contact police. Motion carried. Motion made by Wolfe, seconded by Bartels, to send letter. Motion carried.

Site Report – Possible Action- The next PAC meeting is scheduled for February 9, 2012, in Shullsburg. Motion to have, on the next PAC meeting agenda, to discuss increasing the home-delivered meal suggested price by 25 cents, made by Wolfe; seconded by Bartels. Motion carried.

Grant Update - None

Training Request –Possible action- None.

Director’s Report – The Village of Argyle increased their donation from \$125 to \$150 per month. Arena had a New Years’ Eve, Eve (late Friday afternoon) meal of appetizers. The manager said that there were a few more diners than usual, and that the people mingled more. The Shullsburg manager offers side salads a few times a week, as an alternate choice to the vegetable. The thought is that it may bring more people in. Cecile said we need to watch the cost, but is glad the manager is being creative.

Chairperson’s Report - None

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

Next Meeting Dates & Adjournment- Next meeting is scheduled for Wednesday, February 15, 2012, at 1:00 p.m., at the Health and Human Services Building in Dodgeville, WI, Conference Room #2001. Motion to adjourn made by Bartels; seconded by Nankee. Motion carried. Meeting adjourned at 4:22 p.m.