

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
March 21, 2013

Meeting called to order at 1:03 p.m. by Board Vice-Chairman, John Bartels, at the Health and Human Services Building, 303 W. Chapel St., Dodgeville, WI, Conference Room 1001.

Roll Call- John Bartels, Lafayette County; Dan Nankee, Iowa County; Carol Korn, Lafayette County; Leon Wolfe, Lafayette County, were present. Marjorie Bomkamp, Iowa County; Ron Benish, Iowa County, were absent.

Others Present- Cecile McManus, Executive Director; Jan Baker, Financial Officer; Rebecca Wetter, ADRC Director; Kate Chambers, ADRC Director.

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 March 21, 2013- A motion to approve the agenda made by Wolfe; seconded by Nankee. Motion carried.

Approval of the Minutes of the February 21, 2013 Board Meeting A motion was made by Korn to approve the minutes, seconded by Wolfe. Motion carried.

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

Aging Resource Center & County Aging Unit Reports- a. For Lafayette County- Kate reported that AARP tax sessions are coming to a close, there is one left. The Senior Expo with Iowa and Grant Counties was well attended. Two new buses have been ordered. The "Senior Affair" event is scheduled for May 30th in the Wellness Center in Darlington. The "Stepping On" classes will start at the Shullsburg Senior Center in May. b. For Iowa County-Rebecca reported that AARP's last day here is April 4th, and they still had appointments available. April 26th, 9 a.m. to noon, will be an event called "Clean It Up". It is scheduled the same week as earth week. People can dispose of drugs, recycle unwanted medical equipment, and bring documents to shred. An Alzheimers support group that meets in the evening will be offered soon. Starting April 1st, there won't be a wait list for Longterm Care. The ADRC will be adding a parttime prevention/wellness staff position. Rebecca will be trained to teach the "Living Well with Chronic Conditions" classes. She also explained that Iowa County has a service called "NIXLE". It was designed to alert special needs, and the older population, of emergency conditions via their telephone.

Monthly Reports-Possible action- Cash Flow Statement & C.D. Review: The cash flow should be good until June or July, depending on mealsite donation income. Budget Reports: Donations are down from the budgeted year to date goal, and Cecile thinks we will make up some of it, but not all. Monthly Participant Numbers: Our daily average meal count is up in Dodgeville, and down in Arena. Mona, Arena's manager, says it is down because there are a couple of empty apartments there and people have been sick or have gone to a nursing home. We did a fundraiser last month at the mealsite to try to get people from the community interested. In Lafayette County, the daily average meal count at all the sites was down from February last year. The average per meal donation was the same as last year. Motion to approve the monthly reports made by Wolfe; seconded by Nankee. Motion carried.

Facilities Agreements – Possible Action - Cecile received Rewey's facility agreement back with no changes. Mineral Point's and Benton's agreements have not been approved yet. Motion to approve Rewey's facility agreement made by Korn; seconded by Wolfe. Motion carried.

2013 Budget – Possible Action – Since the previous meeting's proposed budget, Cecile reduced donation income by \$5000, added \$550 local income from Arena's recent fundraiser, and added \$800 grant income from EFSP. She reduced the proposed contracted food expense by \$5000. Motion to approve this budget made by Wolfe; seconded by Nankee. Motion carried.

Staff or Site Issues – Possible Action- a. Schedule evaluation of Director. Motion to postpone the scheduled evaluation until the April board meeting made by Nankee; seconded by Wolfe. Motion carried.

Grant Update United Fund of Iowa County gave us the \$5000 Cecile had requested for home delivery expenses. Cecile applied for the Darlington Fund Music Outreach. In April she will apply to the Hollandale Fund, Biddick Foundation, and Alliant. On May 15th the Shullsburg Fund grant request is due. Three years have passed on the 5-year foundation search service that we paid over \$6000 for. The Jenny Olson Fund lead came from this service, and Cecile plans to apply for a grant from them again this year.

Training Request –Possible action- Cecile has her WAND (Wisconsin Area Nutrition Directors) conference April 8th and 9th. She explained that she needs 75 credits in 5 years to keep her Registered Dietician status. She has 13 credits now. She can earn some credits at these conferences. Wisconsin Academy of Nutrition and Dietetics has their conference April 18th and 19th. To save money, she hadn't planned on attending it. Both of these conferences are being held in Stevens Point. Motion made by Korn that if it is convenient, Cecile should attend both conferences in April; seconded by Wolfe. Motion carried.

Director's Report – Cecile said she appreciates the Belmont seniors. They have given us \$700 toward the \$1000 cooler repair. Also, Ford Appliance gave us great service. The "Healthy Eating for Successful Living for Older Adults" classes start in April. They will be on Tuesdays for 2.5 hours for 6 weeks at Hidden Valley Church in Dodgeville. March is National Nutrition Month and Cecile is trying to do education at the sites, which is required 4 times per year. For promotion, the national Meals on Wheels Association requested that mayors deliver meals March 20th. In Highland, both board representative Dennis Richgels, and Mayor Tom Pinch, rode along with Wilson, our delivery driver. In Linden, Tom Faull delivered. He is the mayor, and has also been a substitute delivery driver and volunteer for that site for years. Cecile forwarded the pictures, taken with the participants' permission, to Meals on Wheels Association.

Chairperson's Report - Vice-Chair John Bartels commended Cecile for sending a good letter to our representatives and governor. Rep. Marklein sent the letter she wrote right to the budget committee.

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

Next Meeting Dates & Adjournment– Next meeting is scheduled for Wednesday, April 17, 2013, at 1:00 p.m., at the Health and Human Services Building in Dodgeville, WI, Conference Room #1001. Motion to adjourn made by Wolfe; seconded by Korn. Motion carried. Meeting adjourned at 3:10 p.m.