

**SENIORS UNITED FOR NUTRITION PROGRAM, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES OF THE MEETING**  
**June 20, 2013**

Meeting called to order at 1:00 p.m. by Board Chairman, Ron Benish, at the Health & Human Services Building, 303 W. Chapel St., Dodgeville, WI, Room 1001, at 1:00 P.M.

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

**Others Present**- Cecile McManus, Executive Director; Jan Baker, Financial Officer; Rebecca Wetter, Iowa County ADRC Director; Mike Glasgow, RD, GWAAR, and Sara Saye, RD, State Bureau of Aging & Disability.

**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 June 20, 2013**- A motion to approve the agenda made by Korn; seconded by Bomkamp. Motion carried.

**Approval of the Minutes of the May 16, 2013 Board Meeting** A motion was made by Bomkamp to approve the minutes; seconded by Bartels. Motion carried.

**Reports from other Board members and members of the audience**- Jan handed out draft copies of the audit for the board to review. It is due to GWAAR by June 30, 2013. Ron said Becca forwarded him a letter saying \$443,300 will be put back in the program for the whole state. The money will be distributed following the state allocation formula. We don't yet know what amount SUN will receive.

**Aging Resource Center & County Aging Unit Reports**- a. For Lafayette County, no report. b. For Iowa County- Rebecca reported that Erin, an I&A Specialist, took a position with Dane County ADRC. For prevention, the Walk with Ease class in Avoca is full, and the Living Well class in Dodgeville is full. The Stepping On class offered in Dodgeville in July still has openings. July 9<sup>th</sup> there will be a two-hour Brain & Body workshop. The ABC's of Dementia workshop, facilitated by Dr. Dunn, was well-attended. The ADRC wants to meet with the hospital and other physicians to see how to serve without duplicating. Adult protective services has been busy with five referrals in one day. Rebecca said the Sheriff's department now has "Project Lifesaver", which provides GPS for wandering. Monday she is going to the public hearing for the

new transportation provider. July 2<sup>nd</sup> there is an Affordable Care Act presentation from noon to 2 pm in the Community Room.

**Monthly Reports-Possible action-** Cash Flow Statement & C.D. Review: Jan made two cash flow projections through the end of 2013. They showed that if our donations are very low in June, we could be short cash the end of July. C.D. Review had no changes other than interest added. There is a C.D. maturing 08/29/2013 for \$26,001.00 that we want to leave in set-aside. There is a possibility we may need \$6000 to \$7000 this year. Ron said that this is why we need to budget with at least a \$10,000 income cushion. Becca asked if we are working on getting more local income. Cecile said that in October we will be doing a fundraiser with Thrivent. Iowa County's Administrative Services Committee said the department heads have to reduce costs. Iowa County may not have money for us in 2014. Mike and Sarah said funding is flat. SUN requested extra funds if they have them. Mike said 61 other boards would like more money, also, but it's just not there. Mike said SUN donations are higher than most, so don't be surprised if they go down. Mike said SUN is going broke. He asked the board what they want, and they said to feed the seniors. He reiterated that the state is concerned that we don't serve more rural meals. He said he and Sara have some suggestions (based on previous meeting per Cecile), as Ron asked them to do, and will meet with Cecile and Jan soon. Budget Reports: For income, we are ahead of budget on Family Care, and under on participant donations. For expenses, we are under budget on raw and contracted food. Our net loss of these variables is \$3608.22 for the year. Jan put all the county levy funds into home-delivered income. Ron questioned whether this made sense, and asked that "Visit County Levy" be added as an action item on the next meeting agenda. Monthly Participant Numbers: Counts are down in Arena. Cecile passed around the Home News which featured a couple pictures from our recent fundraiser at the mealsite. Avoca was down to one person getting meals 3 times a week until we gained two Family Care participants last week. Cecile plans to contact the restaurant in Avoca to see if they are interested in having a breakfast program like Highland. Shullsburg average donation is low. The meal counts are down from last year in both counties. Motion to approve the monthly reports made by Bartels; seconded by Bomkamp. Motion carried.

**U.W. Platteville Meal Contract – Possible Action -** This SUN U.W. Platteville Meal contract is an Addendum to Grant County's contract, which runs July 1<sup>st</sup> to June 30<sup>th</sup>. The bid increased 80 cents per meal. Ron told Cecile that before she signs it she needs to have corporate counsel review it to see if we have an option to get out of it. Motion to have Cecile and Ron make the decision on the U.W. Contract made by Korn; seconded by Bomkamp. Motion carried.

**Mike Glasgow, RD, GWAAR & Sara Saye, RD, State Bureau of Aging & Disability** – Mike explained that he works for the area agency that provides our oversight, and Sarah works for the state agency that advocates and writes policies for the elderly. Mike said SUN is the only nonprofit they have who contracts with

Page 3 of 4

GWAAR, the others go to the county. Ron and Carol said Iowa and Lafayette partnership as one program. Mike said SUN has no major deficiencies; that Cecile and Jan do their jobs, but we are going broke. He also said 30% to 50% of the senior nutrition programs get county levy. He said we can close or consolidate mealsites, and that Bob Kellerman, the GWAAR Executive Director, reminds us annually that we have a requirement to serve rural, low income, senior participants. For the socialization and health promotion requirement, we have to serve at a mealsite 5 days a week in each county. Mike said they can evaluate as a support team. For instance, they would support closing a site that had below 7,8, or 9 daily participants. Mike and Sara will work on proposals with Jan and Cecile. Ron thanked Mike and Sara for coming. They left at 2:50 pm.

**Annual Report** – Cecile handed out the annual report she prepared. She noted that we are serving more people in their 80's. She asked the Board to read and come back next month with comments. Becca asked that In-kind and financial donations be amended to include space provided for SUN in the ADRC newsletter.

**Staff or Site Issues – possible action** – a) Avoca – Update – Have 3 participants, all Family Care. Becca suggested Cecile attend a Family Care staff meeting, and also contact IRIS and mail them information regarding SUN. Cecile said she had recently attended a Family Care meeting in Dodgeville.

**Directors Report** – The 6-week Healthy Eating class finished 5/28/13. All 7 participants returned their surveys with positive comments. July 25<sup>th</sup> will be our steak cookouts. Deanna Trudeson spoke to the Shullsburg and Belmont seniors recently regarding Alzheimer's and Dementia. The Belmont seniors ate a complimentary meal at the bank today. Cecile said we passed our annual audit, and Jan did a lot of work for it.

**Grant Update** Cecile asked for \$500 for music for the Blanchardville site and got \$200. She also asked for \$500 for Darlington for music and got \$100. She requested \$1200 from Alliant to fund a volunteer event, but hasn't heard back yet. Scenic Rivers turned us down, and Biddick Foundation turned us down twice.

**Training Request –Possible action**– None.

**Chairperson's Report** - Ron said we need more than a \$2000 cushion in our budget, and that the Iowa County Administrative Services committee people thought there wouldn't be funds for us for 2014. Becca suggested we bring them a plan. Ron said add to the agenda discussion for additional county money.

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

**Next Meeting Dates & Adjournment**– Next meeting is scheduled for Thursday, July 18, 2013, in Room 1001 at the HHS Building at 303 W. Chapel St., Dodgeville, WI at 1 p.m. Motion to adjourn made by Korn; seconded by Bomkamp. Motion carried. Meeting adjourned at 3:15 p.m.

DRAFT