

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
January 16, 2014

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

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

Others Present- Cecile McManus, Executive Director; Jan Baker, Financial Officer; Rebecca Wetter, Iowa County ADRC/HHS.

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 16, 2014- *A motion to approve the agenda made by Korn; seconded by Bomkamp. Motion carried.*

Approval of the Minutes of the December 18, 2013 Board Meeting *A motion was made by Wolfe to approve the minutes; seconded by Bartels. Motion carried.*

Reports from other Board members and members of the audience- John suggested using a punchcard as a draw to get more participation. For example, after you pay the suggested donation for so many meals and get your card punched each time, you get one meal free. Rebecca offered to lead us in brainstorming ideas for fundraising. Ron said to add "Reward Punchcard and Brainstorm Ideas for Fundraising, possible action" to our next meeting agenda. Also, John said if we increase the suggested donation we should give the public 30 days' notice. At the February 13th PAC meeting an increase in the suggested donation will be discussed.

Aging Resource Center & County Aging Unit Reports- a. For Lafayette County- No report. b. For Iowa County- Rebecca reported that AARP trained volunteers are coming in to help people over 60 with their taxes. Through the ADRC, they can schedule an appointment for Thursdays through April 3rd. February 5th from 1 – 3 pm a free SCAM workshop is offered. The Living Well with Chronic Conditions 6-week workshop had such positive results last year that it will now be offered twice. Rebecca and the Wellness Coordinator will lead one group, and a county nurse and the Wellness Coordinator will lead the other. A regional Yoga grant was received. DSS has a grant for the Trauma project. Rebecca will attend the 2nd nutritional revitalization task force meeting

where they will brainstorm what to change. (She gave a summary of ideas to Cecile, per Cecile). Ron said Iowa County is blessed to have Rebecca, and also Kate Chambers in Lafayette County is a blessing to our program.

Monthly Reports-Possible action- Cash Flow Statement & C.D. Review: Jan's cashflow statement showed that we will have enough cash in our main account to not need our C.D.'s. Ron pointed out that in 2012 we needed \$ 47,119.16 from setaside and in 2013 we needed none. Regarding the C.D. that matures 2/2/2014 for 31,443.02, Ron said if anyone hears of interest over 1% for renewing for one or two years let him or Cecile know. Ron was thanked for being positive and leading us. Per Cecile, the government may reinstate nutrition funds to 2012 levels. *Rebecca excused herself and left the meeting.* Budget Reports: We ended up over budget on allocations by \$11,265, and under budget on donations by \$18,713, and NSIP by \$14,738. For expenses, we were under budget on food costs. Per Cecile, we need a cushion for variables. Our 2013 net loss is \$8,739.02. Per Ron, Lafayette County should be charged for the once a month delivery by the Dodgeville van. The transit van depreciation is charged to Lafayette County only. The Dodgeville van has been fully depreciated. Monthly Participant Numbers: From this month last year Iowa County donations are up and the average donation per meal is up. For Lafayette County, donations are up but the average donation per meal is down. *Motion to approve the monthly reports made by Wolfe; seconded by Korn. Motion carried.*

Staff or Site Issues – possible action – a) Dodgeville – The manager position has been offered to the woman subbing there since July. Cecile asked to have her probation shortened from 6 months to 3 months. Ron reminded Cecile to bring anything before the board with a cost analysis. *Motion to approve cutting her probation to 3 months made by Korn; seconded by Bomkamp. Motion carried.* b) Blanchardville – The manager resigned. Cecile has interviewed for the 1 ½ hour position, but we are doing without a manager for now. c) Schedule Evaluation of Director – Blank evaluation forms were handed out to be completed and brought back to the next meeting per Ron.

Directors Report Cecile reported that Wegner gave us a quote that is over budget by \$150 for our 2013 Audit and 990 preparation. Ron said to get a quote from Johnson & Block and to add "Audit – possible action" to next meeting's agenda. Emmett backed into a light pole at the Darlington mealsite. It appears there is no damage to our van. We have been busy with site transfers – Blanchardville moved from the Legion Building to the Viking Café, and the Argyle home delivery route is out of Darlington instead of Blanchardville now. This could save us \$10,000.

Grant Update Cecile is waiting to hear from DUWI, Walmart, Darden Restaurants, and United Fund.

Training Request –Possible action- Cecile has a one-day training in Stevens Point in March. She will travel and stay the night before.

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Chairperson's Report - Ron plans to go on vacation January 29th and may not be back for our next meeting.

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 Thursday, February 20, 2014, at 1:00 pm, at the HHS Building, 303 W. Chapel St., Dodgeville, WI. *Motion to adjourn made by Bartels; seconded by Bomkamp. Motion carried.*
Meeting adjourned at 2:51 p.m.