

SENIORS UNITED FOR NUTRITION PROGRAM, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING
July 16, 2015

1. **Meeting Called to Order** at 12:45 p.m. by Board Chairman, Leon Wolfe, at The Viking Café, 210 South Main St., Blanchardville, WI.
2. **Roll Call**- Jeremy Meek, Iowa County; Marjorie Bomkamp, Iowa County; Dan Nankee, Iowa County, John Bartels, Lafayette County; Leon Wolfe, Lafayette County; and Carol Korn, Lafayette County were present. **Others Present**- Cecile McManus, Executive Director, Jan Baker, Financial Officer, and Diana Van Matre, ceo of The Viking Café, joined us later in the meeting.
3. **Certification of Compliance with Open Meeting Law**- Baker stated that notice of the meeting was posted at designated public places 4 days ago. Let the records show that the meeting was properly posted.
4. **Approval of the Agenda for July 16, 2015** *Motion to approve agenda made by Nankee; seconded by Bomkamp. Motion carried.*
5. **Approval of the Minutes of the June 18, 2015 Board Meeting** *Motion was made by Korn to approve the minutes; seconded by Bomkamp. Motion carried.*
6. **Reports from other Board members and members of the audience** Leon addressed the SUN participants at the dining center. A participant, Barb Lien, said she is happy we are here and it's a good program.
7. **Aging Resource Center & County Aging Unit Reports**- a. For Lafayette County- No report. For Iowa County- Rebecca Wetter was unable to attend but submitted a written report. In summary, Senior Farmer's Market distribution began June 1st. Out of 100, only 18 are left to distribute. World Elder Abuse Awareness Day was recognized as June 15th. To increase awareness of this issue, the ADRC put a sign and 61 pinwheels in the HHS yard—each pinwheel represents an incidence of Elder Abuse and/or Neglect reported in Iowa County in 2014. This is a real issue in our county and one that will continue to grow as our aging population increases. The ADRC is actively attempting to develop a Caregiver Coalition in Iowa County. The kickoff meeting is August 10th at 9 am at the HHS building. The ADRC already facilitates a Caregiver Support Program.
8. **Monthly Reports-Possible action**- Cash Flow Statement & C.D. Review: Set-aside funds savings account interest added in June was \$1.62. We have \$82,583.11, which equals approximately 2.5 months expenses. We have a C.D. maturing August 29th. Leon said to go to a 5yr term for a better interest rate. Jan's cashflow statement showed that we have cash on hand of \$28,124.78. Budget Reports: Budget has positive variance of \$ 6893.40. Our Income is 44.2 % of budget. Per Cecile, GWAAR Allocations are larger the second half of the year. Total Expense is 50.1% of budget. Our audit and vehicle insurance have been paid. Van maintenance is over budget because we had many repairs done and expensed the van we purchased there. We are under budget on contracted food. UW Platteville contract for

Linden meals is due. Grant County may be looking at changing our mealcost for Avoca meals. Monthly Participant Numbers: For Lafayette County, Darlington and South Wayne are down, Belmont, Shullsburg, and Benton are up. For Iowa County, Dodgeville is down for home delivery, but up for congregate. Members of the Senior Citizens Group are eating with SUN sometimes, since they are at the Church now, too. We have gained a couple of regulars. Cecile schedules a "Lunch and Learn" the 2nd Tuesday of every other month. She did a "Gluten" talk and had 7 listeners. Dan Nankee would like handouts of her talks. Highland total congregates May 2014 was 62, May 2015 it's 101. Nankee said he hopes the numbers will be good so the village will pay for the site again. Mineral Point averages 8 per day, which is good. In summary, YTD donations are up \$2500 in Iowa County, and up \$1200 in Lafayette County. Nankee inquired about the year to date monthly participant numbers by site report that Jan had done for May. He asked if she could do that monthly, and she said yes. *Motion to approve the monthly reports made by Korn; seconded by Meek. Motion carried.*

9. **Staff/Site Issues/Reports – possible action:** a) Highland – Per Cecile, the owners of the building where the mealsite is located, told her that the building is for sale. Cecile said she hasn't seen a sign, though. A couple who live in the building have had their meals discontinued per the request of their son to Cecile. Wilson Winkers is looking for a new driver for Highland.
10. **Annual Report-Review** Cecile passed out her SUN 2015 Annual Report. Highlights are: PAC representatives updated, Rewey and Mineral Point congregate sites closed 2013, Cecile made a mealsite comparison showing a 6-yr downward trend, slightly up in numbers in 2014. 3 times Lafayette County had the higher average participant donation, and 3 times Iowa County did. It has always been close to \$4. Participant contribution to mealcost is up, at 36.5%. We haven't increased the suggested donation for 3 years. 2014 had less participants under age 60, and the home delivered unduplicated participants is 196. In kind of rent, utilities, printing of News and Views and Upper Horizon, and \$97,378 in volunteering valued at \$ 8.75 per hour, contributes to our success. For site financial commitments, Argyle and Blanchardville are giving regular site donations. Fundraising, including annual appeal, was \$ 16,937, and Grants totaled \$ 14,340. New, she made an allocations chart of budgeted versus received. She has a section for activities, education, and recreational. There were no closings or hearings in 2014. In closing, she elaborated on what a great location the SUN office is in. *Motion to approve the Annual Report with modifications made by Bomkamp, seconded by Nankee. Motion carried.*
11. **Directors Report-** The part for the Transit door repair that costs \$ 91.33 is on backorder. The Cattlemen's association invited Cecile to their steakfeed and gave her a check for \$1,500. In Dodgeville, on July 8th, we had 22 seniors eat with us instead of having a potluck like they did in the past. We have an activity every Tuesday there. Cecile is trying to get caught up with the Home Delivery assessments. She said she likes wearing her dietician

hat. She said we should go do this assessment within the first month, and once a year after. Diane DeChant-Anderson, a Dodgeville sub, is doing some Dodgeville assessments. Cecile said to think about the annual appeal and who we want to send letters to.

- 12. Grant Update** Heather Morrisard and Cecile are working on a Community Foundation grant for Benton. They asked for \$4200 for a new stove. The Salvation Army grant is due 7/24/15. Cecile plans to ask for supplements to donations. *Bartels dismissed himself 2:15 to attend another meeting.*
- 13. Training Request-possible action** None. Nankee asked Jan how her Allocation Workshop went. She reported that the 4 counties who tested the worksheet previous to the workshop had average per meal costs between \$11 and \$12, comparable to ours at \$ 11.38. The mealcost and driver rides allocation reports will probably be mandatory in Spring 2016. She dined with a GWAAR employee who said that our program is unique, more like the way he has heard other states operate their nutrition program. It was very interesting and educational.
- 14. Chairperson's Report** Leon said the Lafayette County Fair is going on through Sunday.
- 15. Vouchers-possible action** *Motion by Nankee to approve vouchers presented for signing; seconded by Korn. Motion carried.*
- 16. Next Meeting Date & Adjournment** **Next meeting will be August 20, 2015, following noon lunch at The Arena Manor, 343 West Street, Arena, WI.** *Motion by Korn to adjourn meeting; seconded by Meek. Motion carried. Meeting adjourned 2:28 p.m.*