

Polk County

Aging Programs.... *Offering programs that...*

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POLK COUNTY NUTRITION PROJECT COUNCIL

MONDAY, May 16, 2011-10:30AM

Milltown Meal Site

Milltown Community Center

301 SW Second Ave

Site phone number: 715 825-2518

PUBLIC WELCOME TO ATTEND

- Call to Order
- Introduction: New Member from Clear Lake
- Minutes
- Financial Report

OLD BUSINESS

- Senior Dining Site Reports
- Congregate and Home Delivered Meal Donations
- Staff update

NEW BUSINESS

- Spring/Summer menu
- June Volunteer Appreciation Dinner
- Polk County Fair
- 2010 Annual Report
- Information/Council observations
- Next Meeting Date and Location
- Adjourn
-

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Polk County Nutrition Project Council
Monday May 16, 2011

Viola Karr called the Polk County Nutrition Project Council meeting to order at 10:30 am at Milltown Senior Dining on Monday May 16, 2011.

Members present: Viola Karr, Bev Cree, Hazel Hoffman, Nina Hoverman and Gerry Newville

Absent: None

Others Present: Pat Schmidt, Laurie Ince, Fran Kurkowski, Janice Nelson and Kari Flom

Introductions: Introductions were done of Gerry Newville the Clear Lake representative and of Laurie Ince, Aging Department bookkeeper.

Approval of Agenda: Motion by Gerry second by Hazel to approve the agenda. All in favor. Motion passed.

Minutes: The minutes of the February 2011 meeting were shared with the group. Motion by Hazel second by Bev to approve the February 2011 minutes. All in favor. Motion passed.

Financial Report: The January, February and March fund balances were presented. Discussion was held on the financial reports. Kari shared that the expenses have reduced due to the closure of sites on Wednesdays, even with the offer of a frozen meal to cover Wednesdays.

Senior Dining Site Reports: The January, February and March 2011 Senior Dining Site reports were distributed. Discussion was held on the dining site statistics and the increase of congregate diners served at the Frederic meal site. Hazel and Fran spoke to the wonderful outcomes of the Frederic Senior dining being located in the Senior Center. Kari discussed the marketing of special meals (examples: Mother's Day and Father's Day) for increasing attendance at the Senior Dining Sites.

Congregate and Home Delivered Meal Donations: The information was distributed to the group listing congregate donations via the senior dining site reports. Discussion was held on the donations for the meals.

Staff update: One assistant site manager is out on a medical leave of absence currently. Her leave has been approved and casual status substitutes are working for her until she returns. Discussion was held on Kari leaving the Aging Department and the future of the Director position. Until a decision is made by the Council on Aging, Polk County Administration and the Area Agency on Aging, Laurie Ince will take over the Nutrition Program.

Spring/Summer menu: Kari shared the six week cycle menu for spring and summer that started on May 1, 2011. The spring/summer menu is a lighter fare menu for the warmer months but still contains meat and potato meals. Kari also distributed the June menu.

June Volunteer Appreciation Dinner: The volunteer appreciation event will take place on Thursday June 16th, 2011 at Peace Lutheran at 2pm. The final details haven't been worked out yet but instead of a full dinner, the event will be a dessert social (including diabetic diet friendly desserts). Discussion was held on local caterers.

Polk County Fair: The county fair will take place July 28-July 31 this year. The Senior Building isn't going to be utilized but the Senior Building displays will be located in another building (possibly the 4H building). Discussion was held on the fair.

2010 Annual Report: Kari shared the 2010 annual report. The annual report was finalized last week at the Council on Aging meeting and will be provided to the County Board for the July meeting. Discussion was held on the annual report.

Information/Council observations: Pat thanked Kari for her years of service to the Nutrition Program.

Next meeting date and Location: The next meeting will be held at the Amery meal site on **Monday, August 22, 2011** at 10:30am.

Adjourn: Motion by Hazel second by Nina to adjourn at 11:30am. Motion passed. All in favor.

(Pending approval at the meeting of the Nutrition Project Council, August 22, 2011)