

**Rock County Council on Aging
Nutrition Project Advisory Council Minutes
November 19, 2014**

Call to Order: Chair Marti Everts called the meeting to order at 10:05 a.m.

Approval of Agenda: A motion to approve the agenda was made by Joe Scharenbroch, seconded by Char Levzow. Motion carried.

Roll Call:

Present: Nancy Arnold, Marti Everts, Supervisor Wayne Gustina, Sonja Heiser, Char Levzow, Joe Scharenbroch, Peg Slaback, Pam Strom

Excused: Charlie Daniel, Dawn Fossum, Jo Ann Koltyk, Mike Santucci

Unexcused: Daryl Porter

Staff Present: Ranee Goodroad

Introduction of Visitors: Also present were Rebecca Suehring, Marcy Berner-Reedy, Ellen Weigand, and Kim Whitford

Citizen Participation, Communications, and Announcements: Marcy Berner-Reedy introduced Ellen Weigand who will be the new Director of Beloit Meals on Wheels.

Approval of October 15, 2014 Minutes: A motion was made by Joe Scharenbroch, seconded by Sonja Heiser to approve the October 15, 2014 minutes. Motion carried.

Staff Report:

Hiring of .4 Clerical Position: Ranee Goodroad announced that Lori Weber has been selected to fill the .4 clerical position. She will begin on November 24, 2014.

Update on Congregate Special Events: The Veteran's Day lunch was well attended. On November 11, the number of meals served were: Milton-168, Clinton-50, Grinnell Hall-90. Special meals will also be served on Nov. 25 and Dec. 18,

Reports:

Dining Center Visits: Reports were given by Nancy Arnold (The Gathering Place) and Pam Strom (Creekside Place). Mike Santucci submitted written reports for Riverview Heights and The Gathering Place.

Rebecca Suehring, Nutrition & Health Associates: Rebecca Suehring reported that all of the site visits have been completed for the year. Ms. Suehring discussed the educational materials which were distributed at the last set of dining center site visits. The materials included a Weekly Meal Planner and recipes for 1 – 2 people.

Kim Whitford, Best Events: Kim Whitford is currently developing menus for spring/summer 2015.

Continued Business: Project Improvement Process: Due to the weather, Angela Velasquez from GWAAR was unable to attend. Sonja Heiser reported that she has completed visiting the local churches in Evansville. Having completed this step with the first target group, attendance at the Creekside Place dining center will be monitored through the end of the year to determine the effectiveness of this activity.

Adjournment: A motion was made by Nancy Arnold, seconded by Pam Strom. Motion carried. Meeting adjourned at 10:58 a.m.

Minutes not official until approved by the Nutrition Project Advisory Board