

**Council on Aging Nutrition Advisory Council Minutes  
Wednesday, December 16, 2009**

**Call to Order:** Chair Robert Jensen called the meeting to order at 10:07 a.m.

**Approval of Agenda:** Janet Kopp, seconded by Joanne Woodman, made a motion to approve the agenda. Motion carried.

**Roll Call:**

Present: Phyllis Byrne, Laura Doll, Nancy Flood, Robert Jensen, Janet Kopp, Hjordis Olson, Evelyn Propp, Shirley Sweet, Supervisor Terry Thomas, Joan Wilson, Joanne Woodman

Excused: Cecilia Blackwell, Polly Jones, Ellen Trewartha

Staff Present: Joyce Lubben, Rane Goodroad

**Introduction of Visitors:** Also present were Marti Everts, Doris Thom, Becky Suehring, Marcy Berner-Reedy.

**Citizen Participation, Communications and Announcements:** Marcy Berner-Reedy stated she wanted to thank Rane Goodroad for the cooperative effort in providing meals from Beloit Meals on Wheels for those congregate participants who wanted them over the Thanksgiving holiday. On Thanksgiving Day, 12 people received meals and on Friday, 15 individuals requested the meals.

**Approval of November 18, 2009 Minutes:** Laura Doll made a motion to approve the minutes for the November 18, 2009 meeting, seconded by Joan Wilson. Motion carried.

**Staff Report:**

1. Site Manager Change: Rane Goodroad stated that two people had shared the position of site manager at The Gathering Place. One person is now doing those duties. Also, this site manager will become a Manpower employee effective January 1, 2010.

**Old Business:**

1. Beloit Holiday Meals Update: Rane Goodroad stated that all but two meals provided by Beloit Meals on Wheels over the Thanksgiving holiday went to residents of Scoville Hall.
2. Faith Lutheran Relocation Update: It is projected that it will be necessary to relocate the site for two weeks in January while the dining room floor is being tiled. First Christian Church, which is three blocks from Faith Lutheran, has agreed to make their church available to the nutrition program during this time.

3. Transition to Best Events: Becky Suehring stated that she received the menus and recipes from Best Events for January and has completed the nutrition analysis. It has become more difficult as there are more requirements for fiber and vitamin A. She also limited desserts to twice per week and added more fruit. Ranee Goodroad stated she had gone over the delivery schedule with site managers and a few changes were made.

**New Business:**

1. Shelf Stable Meals: Ranee Goodroad reported that two shelf stable meals have been provided to home delivered meal recipients for those days we cannot make a delivery. More of these meals will be ordered for the upcoming winter months.

**Reports:**

1. Dining Center Visits: Phyllis Byrne reported she visited the Scoville dining center and enjoyed it. She appreciated the fact that people were eating dessert before their meal.
2. Rebecca Suehring, Nutrition & Health Associates: Ms. Suehring stated she is still completing the sanitation training for site managers and volunteers.
3. Best Events: No report.

**Adjournment:** A motion was made by Joanne Woodman to adjourn, seconded by Hjordis Olson. Meeting adjourned at 10:30 a.m.

*Minutes not official until approved by the Nutrition Advisory Council.*