

**Council on Aging Nutrition Advisory Council Minutes
Wednesday, March 16, 2011**

Call to Order: Chair Janet Kopp called the meeting to order at 10:05 a.m.

Approval of Agenda: Ronnie Thomas, seconded by Robert Jensen, made a motion to approve the agenda. Motion carried.

Roll Call:

Present: Terry Burrington, Phyllis Byrne, Marti Everts, Robert Jensen, Polly Jones, Janet Kopp, Hjordis Olson, Shirley Sweet, Doris Thom, Ronnie Thomas, Supervisor Terry Thomas, Ellen Trewartha, Joan Wilson

Excused: Nancy Flood, Mike Santucci

Staff: Joyce Lubben, Ranee Goodroad

Introduction of Visitors: Kim Whitford and Rodney Oksuita from Best Events and Marcy Berner-Reedy, Beloit Meals on Wheels were in attendance.

Citizen Participation, Communications and Announcements: Marcy Berner-Reedy distributed the Beloit Meals on Wheels newsletter and stated they have sent out a participant satisfaction survey along with disaster preparedness materials.

Approval of February 16, 2011 Minutes: Joan Wilson made a motion to approve the February 16, 2011 minutes as distributed, seconded by Terry Burrington. Motion carried.

Report from Becky Suehring, Nutrition & Health Associates: No report.

Staff Report:

Temporary Changes at Faith and Olympian Village: Ranee Goodroad reported that site managers at these two sites are on extended vacations and are being managed with substitutes.

Old Business:

MMIS Project: Ranee Goodroad stated that assessments continue to be done by the student intern.

New Business:

Volunteer Appreciation Month: Phyllis Byrne, seconded by Marti Everts, made a motion that directs the Chair to draft a letter thanking the nutrition volunteers for their service. Motion carried. Advisory Council members will sign the letters.

Reports:

Dining Center Visits: Doris Thom, Marti Everts, Ronnie Thomas, Janet Kopp and Mike Santucci provided reports on their visits to congregate dining centers.

Kim Whitford, Best Events: Ms. Whitford stated the spring/summer cycle will begin in April. She noted the new items on the menu.

Adjournment: A motion was made by Robert Jensen to adjourn, seconded by Ellen Trewartha. Meeting adjourned at 10:33 a.m.

Minutes not official until approved by the Nutrition Advisory Council.