

**Council on Aging Nutrition Advisory Board
Wednesday, November 18, 2015**

Call to Order: Vice-Chair Char Levzow called the meeting to order at 10:00 a.m.

Approval of Agenda: A motion was made by Pam Strom, seconded by Peg Slaback, to approve the agenda. Motion carried.

Roll Call:

Present: Nancy Arnold, Marti Everts, Dawn Fossum, Jo Ann Koltyk, Char Levzow, Supervisor Norvain Pleasant, Suzanne Rasmussen, Peg Slaback, Pam Strom, Chuck Wilson

Excused: Jean Boyle, Sonja Heiser

Staff Present: Joyce Lubben, Ranee Goodroad

Introduction of Visitors: Also in attendance were Kim Whitford, Best Events and Maggie Sanna, Nutrition & Health Associates.

Citizen Participation, Communications and Announcements: Chuck Wilson reported that the Beloit Salvation Army is hosting a Thanksgiving meal on November 25, 2015. The Janesville Salvation Army will provide a meal on Thanksgiving Day.

Approval of October 21, 2015 Minutes: A motion was made by Chuck Wilson, seconded by Supervisor Norvain Pleasant to approve the October 21, 2015 minutes. Motion carried.

Staff Report:

Blizzard Boxes: Ranee Goodroad reported that the blizzard boxes for home delivered meal clients have arrived. We are using a new company this year and the product seems to be improved and is less costly.

Intern: Ranee Goodroad reported that she will be working with a UW-Whitewater social work intern during the spring semester.

Special Events: Ranee Goodroad stated that reservations for the holiday meals are needed well in advance of the holiday as Best Events requires notice to order food.

Old Business:

Approval for Reduced Hours of Service at Evansville Dining Center: Joyce Lubben reported that the County Board of Supervisors approved a funding mechanism for 2016 that would allow the Creekside Place site to remain open two days per week provided Creekside is willing to host the

site rent-free. They also requested the site be evaluated after one year. They also stipulated that there be no home delivered meal waiting lists. If the Council on Aging's budget is not sufficient to cover the cost of all home delivered meals the budget will be amended using the County's contingency fund. A motion was made by Supervisor Norvain Pleasant, seconded by Nancy Arnold, to approve the reduction in hours at Creekside Place to two days per week. Motion carried.

Reports:

Best Events: Kim Whitford reported there was a large turnout for Veterans Day. She is working on new items for the spring/summer menu. The feedback on the fall/winter menu has been good.

Nutrition & Health Associates: Maggie Sanna stated she is continuing her fourth quarter education visits on healthy snacks.

Dining Center Visits: Dining center reports were provided by Pam Strom, Peg Slaback and Char Levzow.

Adjournment: A motion was made by Nancy Arnold, seconded by Jo Ann Koltyk, to adjourn the meeting. Motion carried. Meeting adjourned at 10:28 a.m.

Minutes not official until approved by the Nutrition Project Advisory Board.