

## **Leon Senior Meal Site**

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Meeting Minutes – November 2016

### **Call to Order:**

Sue Kelly called the regular meeting of the Leon Senior Meal Site Board to order at 9:00 a.m. on Tuesday, November 29, 2016, at Leon City Hall

### **Roll Call:**

Sue Kelly, Jim Fulton, Shelley Bickel, Denise Simmons, Bob Frey, Rhonda Earley, Jean Campbell, Teresa Parker, Linda Klejich, Marcia Stephens.

### **New Business:**

Financial Report: Sue reported that as of the last bank statement, the general fund had \$13,390.93. After checking this balance, she wrote a check to Decatur County Hospital for approximately \$9,000. The Decatur County Supervisors have committed to giving \$2,500 per quarter to this program, up to \$15,000. Since July, \$5,000 has been contributed by the Supervisors.

Appoint New Secretary/Treasurer: Sue nominated Shannon Erb as the new Secretary/Treasurer for the Board. Jean made a motion to approve this recommendation, Jim seconded. M/C.

Thanksgiving Meal: Discussion was had about the Thanksgiving meal. Some members of the Board received feedback that in home recipients of meals were disappointed there was no pie on Thanksgiving, and were surprised at the sack lunch that was provided. This led to a discussion about delivery of meals on holidays. It was determined that each holiday will be discussed in advance to determine what should be done for in home deliveries. In regard to Christmas in 2016, Bob Frey and Sue Kelly volunteered to deliver meals on Christmas Day. Sue will take care of making a sign up form to gather details about how many meals will be delivered that day. No meal will be served at the meal site.

Community Center Maintenance: Much discussion was had with Denise regarding the Community Center site, including suggestions regarding the deposit structure renters are required to pay to rent the space. Board members expressed concern with Phyllis' need to clean after some renters, but not getting a share of the deposit. Denise will discuss this further with the Community Center Board.

Elderly Waiver Application Assistance: A general discussion was had regarding elderly waiver, and the application process for a new recipient of services from the meal site. Ultimately, folks who should be applying for this service will need to travel to Osceola to apply.

Marketing: Many board members felt that the meal site program is not advertised as well as it should be throughout the community, especially at places that provide services to seniors. Shannon will work to design some marketing pieces that are easy to distribute. Shannon, Bob and Sue will work together to provide more information on the program to the Leon Journal-Reporter.

Decatur County Supervisors Update: Jim expressed a request from the Supervisors to receive some sort of quarterly report regarding the status of the program. Sue and Shannon will be in charge of coming up with a report structure to present each quarter.

Decatur County Hospital Updates: Rhonda passed out a draft of the DCH policy covering this program. A few suggestions were made regarding the wording of the service to this program on holidays. Rhonda also recommended Mike Johnson as a replacement for Suzanne on this board after Suzanne's departure. All were in agreement, but no formal motion was made.

**Adjournment:**

Sue Kelly called the meeting adjourned at 10:25 a.m.

Attest:

**Shannon Erb, Secretary/Treasurer**