



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Tuesday, March 5, 2019

**TIME:** 10:30 a.m.

**PLACE:** Kewaunee Meal Site – Community Congregational Church,  
502 Center St. Kewaunee

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Comment
5. Correspondence
6. Legislative
7. Nutrition Report
  - a. Meal Count/Volunteer Hours 2018
  - b. Cancellation of Meals 2018
  - c. Promoting Meal Sites
  - d. Volunteer Spotlight
  - e. Combating Loneliness with Congregate Nutrition Programs
  - f. Annual Volunteer Appreciation
  - g. Dining Site Assessment of the Kewaunee meal site by the Nutrition Project Council
8. ADRC Updates
9. Next Meeting Date – June 2019 – date to be determined. Location - Casco
10. Adjournment

Date: February 22, 2019

Rose Quinlan, Chair

By: Kim Loose, Nutrition Program Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Nutrition Project Council  
Kewaunee Meal Site – Community Congregational Church  
502 Center St. Kewaunee, WI  
Tuesday, March 5, 2019

Members Present: Rose Quinlan, Nellie DeBaker, and Donna Wallace

Meeting called to order by Rose Quinlan at 10:30A.M.

Motion made by Donna Wallace, seconded by Rose Quinlan to accept the minutes from November 14, 2018.  
Motion carried.

Motion made by Donna Wallace, seconded by Rose Quinlan to accept the agenda for March 5, 2019. Motion carried.

Public Comment – none

Correspondence – none

Legislative – none

Nutrition:

- a. Meal Count/Volunteer Hours 2018 – total meals for year for both counties – 85,131. Hand out given.
- b. Cancellation of Meals 2018 – reviewed cost associated when participants in congregate meal sites cancel after meal count sent to caterers or are no shows. For home delivered meals it was for undeliverable meals or late cancellations. This is a cost we cannot charge anyone for the meals so it is important for all participants to be respectful in cancelling on time. Twice a year a reminder to goes out to congregate sites and all home delivered meal participants about this subject.
- c. Promoting Meal Sites – new policy. Establishes a formal procedure for site managers to promote meal site events/activities for the Senior Nutrition Program. Photos may be used in the Senior Scene, Facebook, TV in ADRC waiting areas etc...
- d. Volunteer Spotlight – this new program will be introduced at the volunteer appreciation in April. Policy being drafted to establish a formal procedure for identifying and completing a Volunteer Spotlight for the Senior Nutrition Program. Chosen volunteers will be chosen by random draw and can accept or decline being spotlighted.
- e. Combating Loneliness with Congregate Nutrition Programs – handout – article from November 19, 2018.
- f. Annual Volunteer Appreciation - invites have been sent out. Date is April 9, 2019.
- g. Dining Site Assessment of the Kewaunee meal site by the Nutrition Project Council – completed.
- h. Male/Female comparison – handout – average is 1 male to every 2 female.
- i. New cold bags for home delivered meals – the Algoma and Kewaunee meal sites received new bags that fit the cold Oliver trays and milks. This is another way that should help keep the food temperatures cold enough as required.
- j. Refrigerators at Kewaunee meal site – brought over from the old senior center site. Great addition to the kitchen.
- k. Donna Wallace asked about transportation rides to and from the Kewanee meal site in 2019. Rides can be arranged through the Human Services at 388-0626.

ADRC Updates – none

The next meeting will be:

June 4, 2019 at Casco Meal site located at the Casco Northside Apartments 201 Wiesner Ave. at 10:30am.

Donna Wallace made a motion to adjourn at 11:30am and Nellie DeBaker seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator





**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Wednesday, April 24, 2019

**TIME:** 10:30 a.m.

**PLACE:** Manitou Manor  
1433 N. 6<sup>th</sup> St., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Comment
5. Correspondence
6. Legislative
  - a. 2019-2021 State Budget Summary for Aging Advocates
7. Nutrition Report
  - a. Meal Count/Volunteer Hours 2018
  - b. Cancellation of Meals 2018
  - c. Promoting Meal Sites
  - d. Volunteer Spotlight
  - e. Combating Loneliness with Congregate Nutrition Program
  - f. New cold bags for home delivered meals
  - g. 2019-2020 Election of Officers
  - h. Dining Site Assessment of the Manitou Manor site by the Nutrition Project Council
8. ADRC Updates
9. Miscellaneous
10. Next Meeting Date - June, 2019 at Mishicot – date to be determined
11. Adjournment

Date: 4/11/2019

Darlyene Lau, Chair  
By: Kim Loose, Nutrition Program Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Nutrition Project Council  
Manitou Manor Meal Site – Manitou Manor Apartments  
1433 N. 6<sup>th</sup> St. Manitowoc  
Wednesday, April 24, 2019

Members Present: Darlyene Lau, Rosie Gintner, Paul Gintner, Donna Casper, Betty Kvitek

Meeting called to order by Darlyene Lau at 10:30A.M.

Motion made by Donna Casper, seconded by Rosie Gintner to accept the minutes from Nov. 15, 2018. Motion carried.

Motion made by Paul Gintner, seconded by Donna Casper to accept the agenda for April 24, 2019. Motion carried.

Public Comment – Monica Dresang commented on the need for kitchen volunteers at the Reedsville meal site. Fliers have been put up around the community. It has been on the ADRC Facebook page. Encouraging everyone to spread the word. No cooking required.

Correspondence – none

Legislative – Federal government has approved increasing funds to senior meals in 2019. Handed out 2019-2010 State Budget Summary for Aging Advocates.

Nutrition:

- a. Meal Count/Volunteer Hours 2018 –January through December reviewed.
- b. Cancellation of Meals 2018 – reviewed cost associated when participants in congregate meal sites cancel after meal count sent to caterers or are no shows. For home delivered meals it was for undeliverable meals or late cancellations. This is a cost we cannot charge anyone for the meals so it is important for all participants to be respectful in cancelling on time. Twice a year a reminder to goes out to congregate sites and all home delivered meal participants about this subject.
- c. Promoting Meal Sites – new policy. Establishes a formal procedure for site managers to promote meal site events/activities for the Senior Nutrition Program. Photos may be used in the Senior Scene, Facebook, TV in ADRC waiting areas etc...
- d. Volunteer Spotlight – this new program will be introduced at the volunteer appreciation in April. Policy being drafted to establish a formal procedure for identifying and completing a Volunteer Spotlight for the Senior Nutrition Program. Chosen volunteers will be chosen by random draw and can accept or decline being spotlighted.
- e. Combating Loneliness with Congregate Nutrition Programs – handout – article from November 19, 2018.

- f. New cold bags for home delivered meals. Been working with many of the meal sites replacing the coolers with cold bags that are designed to fit the Oliver trays. This should help in maintaining better cold food temperatures on the home delivered routes.
- g. 2019-2020 Election of Officers – unanimous vote for:
  - a. Chairperson – Darlyene Lau
  - b. Vice Chair – Paul Gintner
- h. Dining Site Assessment of the Manitou Manor meal site completed. The participants welcomed the council to lunch and shared that they enjoy the location and food.

ADRC Updates - none

#### Miscellaneous

- a. Question was asked by Donna Casper why the ADRC doesn't have a newsletter like Calumet Co and Kewaunee Co. - highlighting all the great things going on within the ADRC for seniors and the disabled. Kim Loose will share her concern with Cathy Ley – Director of the ADRC.
- b. Question was asked by Donna Casper why napkins were not included in the home delivered meal bag. Kim Loose explained that all areas of expenses were reviewed and to ensure we can continue to provide meals to our seniors some items like napkins were discontinued. Carefully monitoring our expenses continues to not have to put any seniors on a wait list for home delivered meals.

The next meeting will be:

- a. June 2019 – date to be determined – Mishicot
- b. August 2019 – date to be determined – Manitowoc Hmong
- c. November 13, 2019 – Valders

Donna Casper made a motion to adjourn at 11:30am and Rosie Gintner seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator



Manitowoc County Nutrition Project Council  
Casco Meal Site – Casco Northside Apt.  
201 Weisner Ave. Casco, WI  
Tuesday, August 20, 2019

Members Present: Rose Quinlan, Helen Clinton, Nellie DeBaker, and Donna Wallace

Meeting called to order by Rose Quinlan at 10:30 A.M.

Motion made by Rose Quinlan, seconded by Helen Clinton to accept the minutes from November 14, 2018 with noted addition that the Refrigerators at the Kewaunee meal site were donated to the Community Congregational Church. Motion carried.

Motion made by Helen Clinton, seconded by Donna Wallace to accept the agenda for August 20, 2019. Motion carried.

Public Comment – none

Correspondence – none

Legislative – Handed out 3 articles: Senior Hunger in 2019 by Senior Hunger in America; Fund, Protect & Strengthen the Older Americans Act Nutrition Program by Meals on Wheels America and The Older American Act by AARP Bulletin April 2019.

Nutrition:

- a. New Meal Site Managers:
  - a. Casco – Margaret Ferron
  - b. Kewaunee – Marcia Dorner
  - c. Algoma – Rebecca Bottoms
  - d. Manitowoc Senior Center – Cindy Richard
- b. Menu - new look. Starting September 2019 the menu will have all days listed with the locations on the opposite side. Many congregate participants go to multiple meal sites and they will have a full menu to review and hopefully will encourage more participants to join us at other meal sites.
- c. Meal Count/Volunteer Hours 2019 –January through July reviewed.
- d. Volunteer Spotlight – this new program has been well received with the volunteers and has allowed us to highlight the volunteers in the Nutrition program.
- e. Site Manager Training with State of Wisconsin – date has been set for Friday, November 1, 2019 in Appleton, WI. All site manager will be encouraged to attend this training. All Nutrition Project Council members will also be invited. The onsite full review will remain once every 3 years. Nutrition Project Council will be updated of results.
- f. GWAAR Annual Review of Nutrition Program – starting this fall GWAAR will be implementing a yearly review of the nutrition program via email.
- g. Dining Site Assessment of the Casco meal site completed. The participants welcomed the council to lunch and shared that they enjoy the location and food.

ADRC Updates - none

Miscellaneous

- a. All meal sites will be receiving place mats from the Consumer Financial Protection Bureau on Scams involving your Social Security number and benefits are on the rise!
- b. Farmer's Market Vouchers – have all been distributed in Kewaunee County.
- c. Kewaunee Senior Center donated a microwave to the Community Congregational Church that will be used by the nutrition program.
- d. Helen Clinton expressed her appreciation for all the fresh vegetables, salad and fruit on the menu.

ADRC Updates – none

The next meeting will be:

Monday, November 4, 2019 at the Dyckesville Meal site located at St. Louis Church,  
E8726 County Line Rd. at 10:30 A.M.

Nellie DeBaker made a motion to adjourn at 11:30 A.M. and Donna Wallace seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator



Manitowoc County Nutrition Project Council  
Mishicot Meal Site – Mishicot's Vets Club  
314 W. Main St. Mishicot  
Monday, August 19, 2019

Members Present: Darlyene Lau, Randy Loose, Donna Casper, Fran Pitz, Arlene Vogel

Meeting called to order by Darlyene Lau at 10:30 A.M.

Motion made by Randy Loose, seconded by Donna Casper to accept the minutes from April 24, 2019.  
Motion carried.

Motion made by Donna Casper, seconded by Randy Loose to accept the agenda for August 19, 2019.  
Motion carried.

Public Comment – none

Correspondence – none

Legislative – Handed out 3 articles: Senior Hunger in 2019 by Senior Hunger in America; Fund, Protect & Strengthen the Older Americans Act Nutrition Program by Meals on Wheels America and The Older American Act by AARP Bulletin April 2019.

Nutrition:

- a. New Meal Site Managers:
  - a. Casco – Margaret Ferron
  - b. Kewaunee – Marcia Dorner
  - c. Algoma – Rebecca Bottoms
  - d. Manitowoc Senior Center – Cindy Richard
- b. Cleveland Route from Manitowoc Senior Center Update – effective Sept 5<sup>th</sup> all participants of home delivered meals in the Cleveland rural area will be receiving one hot meal every Thursday and a delivery of frozen meals for the next week. This decision was a difficult one but due to low participation in the Cleveland area, rising costs and declining volunteer drivers available this change has become necessary.
- c. Meal Count/Volunteer Hours 2019 –January through July reviewed.
- d. Volunteer Spotlight – this new program has been well received with the volunteers and has allowed us to highlight the volunteers in the Nutrition program.
- e. Site Manager Training with State of Wisconsin – date has been set for Friday, November 1, 2019 in Appleton, WI. All site manager will be encouraged to attend this training. All Nutrition Project Council members will also be invited. The onsite full review will remain once every 3 years. Nutrition Project Council will be updated of results.
- f. GWAAR Annual Review of Nutrition Program – starting this fall GWAAR will be implementing a yearly review of the nutrition program via email.
- g. Dining Site Assessment of the Mishicot meal site completed. The participants welcomed the council to lunch and shared that they enjoy the location and food.



ADRC Updates - none

Miscellaneous

- a. Follow up on previous minutes about an ADRC newsletter. Cathy Ley indicated that she does an article in the 50 Plus weekend paper once a month highlighting the happening within the ADRC.
- b. Valders Meal Site – as a review for 2020 budget showed that the Valders meal site which meets only once a month has had a steady decline in participant, the participants are choosing to have potlucks or order from a restaurant. Motion was made by Donna Casper and seconded by Randy Loose to close the Valders meal site at the end of the 2019 year. Motion carried.
- c. All meal sites will be receiving place mats from the Consumer Financial Protection Bureau on Scams involving your Social Security number and benefits are on the rise!
- d. All meal sites will be receiving flier from Salvation Army on Free Food for Seniors. For any seniors who meet the income eligibility can apply for a monthly stock box of food.

The next meeting will be:

- a. November 12, 2019 – Hmong Community Meal Site

Donna Casper made a motion to adjourn at 11:30 A.M. and Fran Pitz seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator





**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Tuesday, November 12, 2019

**TIME:** 10:00 a.m.

**PLACE:** Hmong Community Meal Site – Manitowoc Co. Office Complex  
4319 Expo Dr. Manitowoc, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Comment
5. Correspondence
6. Legislative
7. Nutrition Report
  - a. Closure of Manitou Manor meal site
  - b. Hmong Community Meal Site 2020
  - c. Site Manager at Dyckesville meal site
  - d. Konop Catering Visits to Meal Sites
  - e. HDM Late Cancellations/Undeliverable Notices
  - f. Meal Count/Volunteer Hours 2019
  - g. Site Manager Training with State of Wisconsin report
  - h. Hmong Community Meal Site Update
  - i. 2020 Donation Prices
  - j. Dining Site Assessment of the Hmong Community site by the Nutrition Project Council
8. ADRC Updates
9. Miscellaneous
10. Next Meeting Date - April 2020 date and location to be determined
11. Adjournment

Date: 10/29/2019

Darlyene Lau, Chair

By: Kim Loose, Nutrition Program Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Nutrition Project Council  
Hmong Community Dining Site – Manitowoc Co. Office Complex  
4319 Expo Dr. Manitowoc  
Tuesday, November 12, 2019

Members Present: Darlyene Lau, Randy Loose, Donna Casper, Fran Pitz

Guest: Carol Martin

Meeting called to order by Darlyene Lau at 10:00A.M.

Motion made by Randy Loose, seconded by Donna Casper to accept the minutes from August 19, 2019.  
Motion carried.

Motion made by Donna Casper, seconded by Randy Loose to accept the agenda for November 20, 2019.  
Motion carried.

Public Comment – none

Correspondence – none

Legislative – none

Nutrition:

- a. Closure of Manitou Manor meal site – this meal site no longer meets the State of WI guidelines of a site that primarily serves the 60 or older senior population. The last day of meal service will be Thursday, December 19, 2019. The Senior Nutrition Coordinator met with the participants. Meal site participants who are 60 or older can attend another site or if they feel they are homebound to contact the ADRC for more assistance. No additional concerns or questions were asked.
- b. Hmong Community Meal Site 2020 – this meal site will continue. It has been every Tuesday but will be moving to Thursdays in 2020.
- c. Site Manager at Dyckesville meal site – resigned and position is being looked at for candidates to fill. It is open every Monday.
- d. Konop Catering Visits to Meal Sites – In October and November, David Herrera – Food Service Director – has been visiting every meal site in both Manitowoc and Kewaunee Counties talking with the participants, volunteers and staff to discuss the food likes, dislikes and overall service. It has been a wonderful opportunity for him to see each meal site and for the participants to have input into future menus.
- e. HDM Late Cancellations/Undeliverable Notices – it was identified the cost to the program for late cancellations and undeliverable meals. State of WI guidelines does not let us to count these meals and they cannot be on the donation letter sent to participants. Our goal is to provide meals to all those in need so it is important for us to manage the limited funds that we receive wisely. The site manager will send a notice the next delivery day to any participant who has a late cancellation or undeliverable explaining this to them. The Senior Nutrition Coordinator will review these monthly to determine need for program.
- f. Meal Count/Volunteer Hours 2019 – reviewed data through October 2019.
- g. 2020 Donation Prices – will remain the same as 2019 – Suggested donation of \$5.00 per meal.
- h. Dining Site Assessment of the Hmong Community Site – completed

ADRC Updates - none

Miscellaneous

- a. Donna Casper asked where to find information about upcoming events/information from the ADRC. A monthly article is published in the Herald Times Reporter. It can also be located on their website under the opinion section. All information is also available on the ADRC of the Lakeshore web site. Lots of information is also shared on our Facebook page.

The next meeting will be:

April 2020 – date and location to be determined.

Darlyene Lau made a motion to adjourn at 11:00am and Randy Loose seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator





**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Monday, November 18, 2019

**TIME:** 10:00 a.m.

**PLACE:** Dyckesville Meal Site – St. Louis Church  
E8726 County Line Rd., Dyckesville, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Comment
5. Correspondence
6. Legislative
7. Nutrition Report
  - a. Closure of Manitou Manor meal site in Manitowoc
  - b. Hmong Community Meal Site 2020
  - c. Site Manager at Dyckesville meal site
  - d. Konop Catering Visits to Meal Sites
  - e. Luxemburg Bank Volunteers at Meal Sites
  - f. HDM Late Cancellation/Undeliverable Notice
  - g. Meal Count/Volunteer Hours 2019
  - h. Site Manager Training with State Of Wisconsin report
  - i. 2020 Donation Prices
  - j. Dining Site Assessment of the Dyckesville meal site by the Nutrition Project Council
8. ADRC Updates
9. Next Meeting Date – April 2020 date and location to be determined
10. Adjournment

Date: 10/29/19

Rose Quinlan, Chair  
By: Kim Loose, Nutrition Program Coordinator

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Manitowoc County Nutrition Project Council  
Dyckesville Meal Site – St. Louis Church  
E8726 County Line Road, Dyckesville, WI  
Monday, November 18, 2019

Members Present: Rose Quinlan, Helen Clinton, Nellie DeBaker, and Donna Wallace

Meeting called to order by Helen Clinton at 10:10A.M.

Motion made by Nellie DeBaker, seconded by Helen Clinton to accept the minutes from August 20, 2019  
Motion carried.

Motion made by Donna Wallace, seconded by Nellie DeBaker to accept the agenda for November 18, 2019. Motion carried.

Public Comment – none

Correspondence – none

Legislative - Donna Wallace asked if home delivered meals are covered by Medicare as she sees this in some of the advertisements on TV. Older adults may have trouble getting enough healthy food for a variety of reasons. Lack of transportation may make grocery trips difficult, and family members might not live nearby. Older adults with severe health issue or disabilities may not have the ability to move around the house, let alone cook for themselves. Our home delivered meal program delivers a nutritious meal and the volunteers provide social interaction and a safety check for homebound and often isolated seniors. The program is need-based and no senior will be denied service because of inability to pay. Medicare Part A covers inpatient hospital and skilled nursing facility care and covers meals while you are there. Medicare Advantage plans – best to call and see if home delivered meals are covered under your plan and how to see about payment for those meals.

Nutrition:

- a. Closure of Manitou Manor meal site – this meal site no longer meets the State of WI guidelines of a site that primarily serves the 60 or older senior population. The last day of meal service will be Thursday, December 19, 2019. The Senior Nutrition Coordinator met with the participants. Meal site participants who are 60 or older can attend another site or if they feel they are homebound to contact the ADRC for more assistance. No additional concerns or questions were asked.
- b. Hmong Community Meal Site 2020 – this meal site will continue. It has been every Tuesday but will be moving to Thursdays in 2020.
- c. Site Manager at Dyckesville meal site – resigned and position is being looked at for candidates to fill. It is open every Monday.
- d. Konop Catering Visits to Meal Sites – In October and November, David Herrera – Food Service Director – has been visiting every meal site in both Manitowoc and Kewaunee Counties talking with the participants, volunteers and staff to discuss the food likes, dislikes and overall service. It has been a wonderful opportunity for him to see each meal site and for the participants to have input into future menus.
- e. Luxemburg Bank Volunteers at Meal Site – during a week in October employees of the Luxemburg Bank could be seen at many of our meal site locations serving meal or delivering home delivered meals. Thank you to all those employees for volunteering with our meal sites.

- f. HDM Late Cancellations/Undeliverable Notices – it was identified the cost to the program for late cancellations and undeliverable meals. State of WI guidelines does not let us to count these meals and they cannot be on the donation letter sent to participants. Our goal is to provide meals to all those in need so it is important for us to manage the limited funds that we receive wisely. The site manager will send a notice the next delivery day to any participant who has a late cancellation or undeliverable explaining this to them. The Senior Nutrition Coordinator will review these monthly to determine need for program.
- g. Meal Count/Volunteer Hours 2019 – reviewed data through October 2019.
- h. 2020 Donation Prices – will remain the same as 2019 – Suggested donation of \$6.00 per meal. The Kewaunee meal site location has \$1.00 donated for each congregate meal through the Charitable Funds Program.
- i. Dining Site Assessment of the Dyckesville Meal Site – completed

ADRC Updates – none

The next meeting will be:

April ~~2019~~ 2020– date and location to be determined

Nellie DeBaker made a motion to adjourn at 11:00am and Donna Wallace seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator

