

APPROVED MINUTES
NUTRITION CENTER COUNCIL BOARD OF DERBY
FRIENDSHIP MEALS NUTRITION PROGRAM
March 9, 2022 9:05 AM

CALL TO ORDER – by Cecile Carson

Jim Burgess

Cecile Carson - Chairman

Dixie Chapman

Peggy Daniels - Kitchen Manager

Tom Davidson

Loretta Hoffsetz

Janice Neagle

Diane Schmitt

Eleanor Underwood, Vice Chairman

Marsha Volz

CITY STAFF:

Dan Bronson, Deputy City Manager

BreAnna Monk, Director

Alana Sparkman, Administrative Assistant

Public Forum

Agenda Item #1

RE: OPEN FORUM

- 1.) BreAnna shared that she is resigning as the Director of Senior Services/Transportation as of April 6, 2022. BreAnna will make a concentrated effort to be available electronically to provide a thorough turnover with the new Director.

The board members expressed their sincerest appreciation for all the amazing changes and improvements BreAnna has made improving the lives of our Seniors and members in our community. Discussion was made.

- 2.) BreAnna and Board member Jim Burgess attended the Annual API Nutrition meeting. A discussion was had to address the previous issues concerning poorly packed and damaged meals, along with inclement weather meals. Discussion was made.
- 3.) Regarding the new meals program, Peggy asked if there will be any new procedures for the assessments. BreAnna states there are no changes in the paperwork. Senior Services has a current grant in place to supplement the meals program for preparation. BreAnna asked Peggy for an estimate of how many participants. Discussion was made. The current meal contract remains in place until September 30, 2022. BreAnna will be reaching out to determine the most accurate accounting for the next contract.

Agenda Item #2

RE: APPROVAL OF MINUTES FOR NUTRITION CENTER COUNCIL BOARD OF DERBY MEETING FEBRUARY 9, 2022.

MOTION: Jim Burgess made a motion to accept the Nutrition Council Board Meeting minutes from February 9, 2022 as presented. Janice Neagle seconded.

VOTE: 9 yea, motion carried.

Agenda Item #3

RE: KITCHEN MANAGERS FUND REPORT AND LUNCH MEAL

Center Managers Meal Report for February. Number of serving days this month is 20. Total number of meals served is 915. Congregate meals served this month is 61. Congregate serving days, daily average is 3. Congregate daily meal goal is 16. Home meals delivered this month is 854. Home delivered meals serving days daily average is 42. Goal met and exceeded. No new congregate UPRs or reassessments reported. Home delivered meals reported 5 new UAIs and 2 reassessments. Total average congregate meal contribution was \$1.65 per meal. Total Home delivered meal contribution reported \$1.40.

The meal being served today is Southwest chicken bake, cauliflower, applesauce and cornbread.

MOTION: Jim Burgess made a motion to accept the Kitchen Manager's Fund Report as presented. Dixie Chapman seconded.

VOTE: 9 yea, motion carried.

Agenda Item #4

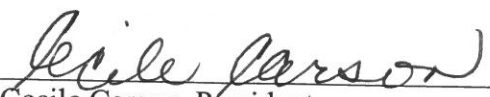
RE: NEW BUSINESS

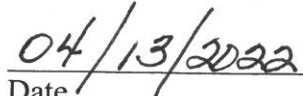
No new business to discuss

ADJOURNMENT

MOTION: Jim Burgess made a motion to adjourn the meeting. Janice Neagle seconded.

Information: Next Board Meeting is scheduled for Wednesday in the Conference Room, April 13, 2022, 9:00 AM.


Cecile Carson, President
Nutrition Center Council Board of Derby
Friendship Meals Nutrition Board


Date