

Polk County Nutrition Project Council
Monday, February 25, 2008

Vi Karr called the Polk County Nutrition Project Council meeting to order at 10:33 am at the Dresser meal site on February 25, 2008.

Members present: Vi Karr, Nina Hoverman and Hazel Hoffman

Excused Absent: Isabelle O'Connell, Mary Stachowski and Muriel Pfeiffer

Others Present: Kari Flom and Fran Kurkowsk

Introductions: No introductions were done as the members know each other.

Minutes: The minutes of the November 2007 meeting were shared with the group.

Motion by Nina and second by Hazel to accept the minutes. Motion passed. All in favor.

Financial Report: The January 2008 fund balance was presented and discussed.

Senior Dining Site Reports: The January 2008 Senior Dining Site report was distributed and shared. Discussion was held on the total number of meals served (3075) and the number of clients served in January (77 Congregate and 116 home delivered).

Congregate and Home Delivered Meal Donations: The congregate donation letter information for January was reviewed in regards to donations and third party donations.

Year end meal site costs: An information sheet was handed out to members. The sheet contained food costs for the year end (2007). All costs are included (facility costs, food preparation costs, and transportation, management and misc. management costs: mileage, advertising, member registration fees. The average cost per meal was \$7.66 for the five meal sites.

2007 year end statistics: Information sheets were handed out showing total meals served by the five meal sites as well as the breakdown of each meal site. A pie chart was handed out showing the breakdown of revenue sources for 2007. The nutrition revenue ended up at \$356,476 for 2007. Forty eight percent was federal/state nutrition grants, 30% was participant donations, 12% was county levy, 8% was Nutrition Services Incentive Program (NSIP) grant, and 2% was Senior Community Services (SCS) grant.

Updated 2008 nutrition budget: The 2008 nutrition budget revenues have been estimated at \$369,213. Comparing the 2007 budget to the 2008 budget we are receiving losses in the NSIP grant and anticipating losses in participant donations.

Oliver meal system: Three of the meal sites have started using the Oliver meal tray system. The system was provided via Aramark. Thank you to Aramark for providing a better system than what was in place with the aluminum three compartment trays. It is the hope of Aging Programs to implement the system at all five meal sites.

Update on Aramark contract food service: Menu adherence has been followed and quarterly menu changes are taking place to replace items for variety.

Information: Discussion was held on a letter to the editor that was written by a resident of Dresser. The new nutrition surveys were discussed. The surveys were developed by one of the University of Wisconsin-Stout Graduate interns and will be distributed end of March/beginning of April.

Next meeting date and location: The next meeting will be held at the Frederic meal site location at the Comforts of Home building on **Monday, May 19, 2008** at 10:30am.

Adjourn: Motion by Hazel second by Nina to adjourn at 11:35. Motion passed. All in favor.