

Polk County Nutrition Project Council  
Monday November 17, 2008

Vi Karr called the Polk County Nutrition Project Council meeting to order at 10:33 am at the Amery meal site on Monday, November 17, 2008.

Members present: Vi Karr, Bev Cree, and Nina Hoverman

Absent: Hazel Hoffman and Isabelle O'Connell

Others Present: Kari Flom

Introductions: No introductions were done.

Minutes: The minutes of the August 2008 meeting were shared with the group. Motion by Nina second by Bev to approve the August 2008 minutes. All in favor. Motion passed.

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

Senior Dining Site Reports: The October 2008 Senior Dining Site report was distributed. The meal site activities were shared with the group. An information sheet of year to date was given to each meal site representative.

Congregate and Home Delivered Meal Donations: The year to date congregate donation letter information was reviewed in regards to donations and third party donations. The home delivered meal donation year to date information was also reviewed by the group.

Third quarter 2008 meal site costs: The information was not available for the group but will be available for the next meeting.

Report on annual Site Staff training: The meal site staff attended annual training in Rice Lake. They received training on food safety, customer service, the DTV conversion and other topics. It was a good day of training and feedback was that it was the best annual site staff training that's been offered in a few years.

2009 Budget for Aging Programs update: The County 2009 budget was approved by the County Board. Aging Programs' Nutrition Program was not affected by the budget cuts to Aging Programs.

Report on the 2007-2008 Nutrition Program assessment: The annual nutrition program assessment was completed in mid September by our field representative Pam Van Kampen. The final report will be arriving soon and will be shared with the project council.

Update on Rental Rates for 2009: A chart showing the rental rates for 2009 was distributed to the council. The contracts are pending approval by the Corporation Counsel and will be sent to the landlords once approved.

Information: Aging Programs will host their annual Christmas Tea on Wednesday December 10, 2008 from 2-4pm in Conference Rooms A & B of the Government Center.

Next meeting date and location: The next meeting will be held at the Clear Lake meal site location (Ridgeview Apartments) on **Monday, February 23, 2009** at 10:30am.

Adjourn: Motion by Bev second by Nina to adjourn at 11:30. Motion passed. All in favor.