



## **Nutrition Advisory Council (NAC) Meeting Minutes**

**Wednesday, May 14, 2025**

**Community Services Building, 221 West Seminary St., Conf. Rm. C at 11:45am (Meal Provided)**

**Meeting begins after the meal.**

1. **NAC Meeting called to order** at 12:17pm by Linda Symons, President  
**NAC Council members present:** Linda Symons, Advocate/Older Americans Act; Vicky McCauley, Rockbridge Meal Site Representative; Virginia Weidenfeld, Richland Center Meal Site Representative. **Absent:** Vacant, Home Delivered Meal/Volunteer Drivers Representative; Vacant, Germantown Site Representative; Vacant, Home Delivered Meal Participant.  
**Staff present:** Tanya Webster, Nutrition Program Coordinator.  
**Community Members present:** Monica Deaver, Kevin Nolen.
2. **Motion to approve Agenda and Posting:** Vicky McCauley motion to approve agenda; Second by Virginia Wiedenfeld. All in favor. Motion carried.
3. **Approval of Minutes of March 12, 2025 Meeting:** Vicky McCauley motion to approve March 12, 2025, Nutrition Advisory Council meeting minutes; second by Linda Symons. All in favor. Motion carried.
4. **New Member Letter of Interest Review:** Tanya disseminated three letters of interest received by Monica Deaver for the HDM/Volunteer Drivers representative, David Rasmussen for the Germantown representative and Kevin Nolen for the Home Delivered Meal Participant to current NAC Members. Unanimous yes to all candidates for the current vacancies. Motion carried.
5. **Update on Senior Farmers' Market 2025:** Biggest reported change this year to the Senior Farmers' Market vouchers program is the amount given to participants of the program. Last year the amount was \$45 per eligible participant while this year it changed to \$25 per eligible participant. That is due to the change in available funding as COVID funding was exasperated. We were given a total of 215 sets of vouchers for qualifying individuals to purchase Wisconsin grown fresh fruits, vegetables and herbs.
6. **Nutrition Program Update:** Tanya reported on the current nutrition budget is at 25% utilization with a target of 33.3% planned utilization. YTD budgeted amount is \$295,305.00 with YTD expenses being \$73, 625.00
7. **Nutrition Program Policy Review:** Reviewed the Waitlist Policy and Letter. We would like to continue reviewing a policy each meeting but had the suggestion of review before meetings and whether that is possible.
8. **Aging Advocacy Day May 13, 2025:** Discussion of the benefits of attending and the experience of those that did attend both positive and negative.
9. **Review of current Aging Plan:** Tanya reviewed the current Aging Plan and potential issues due to possible changes at the Rockbridge Meal Site location that we recently learned of. We will be looking deeper into this and potentially may need to prepare to change our Aging Plan goals for the current Aging Plan.
10. **Volunteer Recruitment/Orientation/Appreciation:** Tanya shared that since being on WRCO for Volunteer appreciation month that WRCO will be joining our group of volunteer drivers as another business willing to assist in Meals on Wheels. We also had a new volunteer, Cathy Levy, join us to assist with dishwashing at the Richland Center Meal site.

11. **Staff Updates:** Bill Lickel last paid day is May 23, 2025 but may volunteer in the future. Bill has kindly volunteered to train his replacement as Bill officially retires. Jay Batten will be the new Bulk Food Driver and Nutrition Site Worker and will be starting May 27, 2025.
12. **Member Updates and Input:** Rockbridge reports recently macaroni and cheese and some vegetables have been mushy. As a whole, they didn't have to cook it so they appreciate it. Socially the group loves to play cards and extra food is sent home for those who want to take it. Richland Center some meals aren't great but mostly due to personal choice. Same report as Rockbridge as far as the macaroni and cheese and some vegetables. Some portions seem to big. Germantown vacant. Volunteers vacant. Home Delivered Meals vacant
13. **Next Meeting Date(s), Time and Location for February:** Next meeting August 13, 2025, at CSB Lunch served at 11:45am with meeting to follow until 2:00pm.
14. **Other Business:** None.
15. **Adjourn:** Motion to adjourn by Virginia Weidenfeld at 1:31pm; second by Vicky McCauley. All in favor. Motion carried.

Respectfully submitted,

Tanya A. Webster, *Nutrition Program Coordinator*