



Joan Laundy, Director
Louisa Strohl, Case Manager
Alexis Cox, Nutrition
Manager

Mt. Horeb Senior Center
107. N Grove Street
Mount Horeb, WI 53572
608-437-6902



SW Dane Outreach/Nutrition Board Agenda Wednesday, August 19, 2026

The Southwest Dane Outreach/Nutrition Board will meet on the above date at 5:00pm in the Community Room of the Senior Center, 107 N. Grove St., Mt. Horeb, WI. Agenda as follows:

- 1) Call to order
 - a. Roll Call
- 2) Public Comments - Non-Agenda Items
- 3) Agenda Items
 - a. Introduction of new Village Administrator
 - b. Introduction of new Senior Center Case Manager
 - c. Consideration of June 3, 2026 Meeting Minutes
 - d. Reimbursement to Pat Farrell for monetary retirement gift to Lynn F.
 - e. Discussion on Bylaws Review and Update
 - f. Special Project Fund and CD Discussion
 - g. Update on 2026 Budget, Donations
 - h. 2027 Budget Planning
 - i. Update from Center
- 4) Meeting Adjournment

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT JOAN LAUNDY, DIRECTOR, AT 107 N. GROVE ST., MOUNT HOREB, WI 53572 (608) 437-6902.

Outreach Board Meeting 6/3/2026

Meeting called to order at 5:03pm by Pat Farrell. Attending is Janis Hiltbrand, Karen Tetzlaff, Mary Ann Nelson, Andrea Murleau, Pat Farrell, Cheryl Sutter, Jon Hochkammer, Joan Laundry, Denise Schwenn, Alexis Cox, Cecile McManus, Theresa Judd.

Previous meeting minutes approved by motion from Janis H. and seconded by Cheryl S.

Joan Laundry introduced herself.

Jon discussed and read a part of the by-laws, #3 Outreach Employees. The board agreed to review what the Village Administrator comes up with so we can update the by-laws to read at our August meeting. Theresa made a motion for Jon to draft Article VI for the by-laws, which was seconded by Karen T. Budget was discussed. 2026 first quarter nutrition 11,919.39, Outreach 33,556.44. Next quarter we will be over budget due to overlap of Lynn and Joan working together.

CD, maturity and special fund % discussed. Theresa made a motion to check on CD rate and maturity date and interest percent on Village Investment (MCB) Fund. If the account's interest rate is the same or higher, the board agrees to merge the CD money with the Village Investment Fund, seconded by Cheryl Sutter. The board will allow Joan L. to handle this.

Center update included: 926 participants in May for activities, 123 hours for case management, 71 people attended Bingo. The Senior Center will be participating in the Mount Horeb Summer Frolic parade and seniors and staff will be riding on the float. Alexis reports numbers were down for meals because of deaths and people moving. 551 meals were served in May, which included 475 home-delivered meals. Center staff want to increase the participation of the meal program by creating flyers and increasing visibility in the community to promote awareness of the meal program. June 16th, Joan will be hosting a "Meet and Greet" at the center for seniors.

The next board meeting will be held on August 19th 2026 at 5pm. Mary Ann made a motion to adjourn the meeting at 6:41pm, seconded by Janis.

Revised June 17th

11.005_ Southwest Dane County Senior Outreach Program.

(1)

General. Under the Southwest Dane County Senior Outreach Program, the Director, Case Managers and the Nutrition Site Manager shall provide senior adults of the Southwest Dane County region with advice, assistance, or other appropriate services in an effort to improve the quality of life.

[Amended at time of adoption of Code (see Ch. 1, General Government, Art. V)]

(2)

Outreach ~~Boardcommittee~~. The Outreach Program shall be administered by the Director with input ??? by a seven-member Outreach ~~BoardCommittee~~ composed of one representative from each of the following jurisdictions: Village of Mount Horeb, Village of Blue Mounds, Town of Blue Mounds, Town of Perry, Town of Primrose, and Town of Springdale. The remaining member shall be selected by and represent the Mount Horeb senior citizens. Each jurisdiction or body shall select its members in whatever manner it deems appropriate. The Village of Mount Horeb ~~committee~~ member shall be appointed by the Village President, subject to confirmation by the Village Board, during April for a three-year term beginning May 1. The Outreach ~~BoardCommittee~~ shall work in cooperation with the Village of Mount Horeb to establish an annual budget. The Village of Mount Horeb and shall adopt those administrative rules and regulations that it deems appropriate in order to implement and administer the Outreach Program, ~~all subject to approval by the member jurisdictions.~~

[Amended 5-3-1999 by Ord. No. 99-5]

(3)

Outreach employees. The Director, Case Managers and the Nutrition Site Manager shall be employees of the Village of Mount Horeb. The Village of Mount Horeb is responsible for all ~~however, the Outreach Committee shall be delegated all responsibility for~~ personnel matters relating to such employees, including, but not limited to, hiring, discipline, compensation, hours of work, and all other terms and conditions of employment.

When a vacancy occurs in the Director's position, the Village of Mount Horeb shall provide an opportunity for the Outreach Board to be involved in the hiring process.

When a vacancy occurs in the Case Manager or Nutrition Site Manager's position, the Director and the Village of Mount Horeb's Human Resources

Office shall provide an opportunity for the Outreach Board to be involved in the hiring process.

Notwithstanding the two preceding sentences, the Village of Mount Horeb retains complete discretion and authority on the hiring of the Director, the Case Manager, or the Nutrition Site Manager.

Revised draft on June 17th

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BY-LAWS

FOR SOUTHWEST DANE OUTREACH/NUTRITION

ARTICLE I - TITLE

The title of this organization shall be Southwest Dane County Outreach

ARTICLE II - PURPOSE

The purpose of this organization shall be to ~~advocate for and~~ locate older adults in the Villages of Mt. Horeb and Blue Mounds and the Towns of Blue Mounds, Perry, Primrose and Springdale, who may have a need for Case Management and other various types of services, to assess those needs and concerns, which could be ameliorated by such assistance, to put the clients in touch with the appropriate and available ~~resources~~ ~~resources~~, and to furnish ~~advice~~ and counsel on request ~~of the Village of Mount Horeb and the Director of the Southwest Dane Outreach, and to supervise professional Case Management and Nutrition staff in carrying out their responsibilities.~~

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ARTICLE III - MEMBERSHIP

Section 1 - Representatives - Each appropriate governmental and authority in the Villages and Towns listed below may select one Board member to serve in the organization.

Village of Blue Mounds
Village of Mt. Horeb
Town of Blue Mounds
Town of Perry

Town of Primrose
Town of Springdale
Senior at Large

Section 2 - Meetings - The Board shall hold regular meetings every other month or deemed as necessary

Section 3 - Quorum - A majority of the number of members fixed by Section 1 of this Article shall constitute a quorum for the transaction of business at any meeting of the Board.

ARTICLE IV - OFFICERS

The officers of the Board shall be Chairperson and Secretary, who shall perform the duties normally associated with such offices. They shall be elected by the Board as soon after the start of the fiscal year as practical and shall serve until their successors are elected and installed.

ARTICLE ~~—~~ V - FISCAL YEAR

The fiscal year of the Board shall begin on the first day of January and end on the last day of December of each year.

ARTICLE - VI - ~~AMENDMENTS OUTREACH/NUTRITION STAFF~~

~~SECTION 1 — Number — The Board shall hire a Director and staff in accordance with appropriate guidelines from applications submitted and after suitable personal interviews.~~

~~SECTION 2 — Duties — The Director, Case Manager & Nutrition Manager (Refer to Staff Job Description)~~

~~SECTION 3 — Qualifications — (Refer to Staff Job Descriptions)~~

ARTICLE VII — AMENDMENTS

These By-Laws may be altered, amended or repealed and new By-Laws may be adopted at any meeting by a two-thirds vote of all the members of the Board.

Adopted/Date _____ By a vote of at least two-thirds of the members of the Board.

Chairperson _____

Secretary _____

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Depositor Quote

Clear

Depositor Name:
City/State:
Location:
Representative:

Amount of Deposit:
Date of offer:
Desired Maturity Date:

or
Term to Maturity in Months:
(365 days)

APY:
Estimated Value at Maturity: \$8,923
Estimated Interest Earned / Calculated: \$323
Interest Rate: ▼

Calculate

Next

The calculated results are intended for illustrative purposes only and precision is not guaranteed.

Penalty may be imposed for early withdrawal. Fees may reduce earnings.

APY - Annual Percentage Yield

This offer will be honored through today

Proud to be here for you



MOUND CITY BANK

**Member
FDIC**

VILLAGE OF MOUNT HOREB
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2026

SW DANE OUTREACH FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>PUBLIC CHARGES</u>					
230-469100-000	OUTREACH PROGRAM - MISC INCOM	.00	59.67	.00	(59.67)	.0
	TOTAL PUBLIC CHARGES	.00	59.67	.00	(59.67)	.0
	<u>LOCAL GOVERNMENT CHARGES</u>					
230-473600-000	COUNTY GRANTS - OUTREACH PRO	5,693.98	27,792.75	78,985.00	51,192.25	35.2
230-473610-000	COUNTY GRANTS - NUTRITION PROG	1,899.00	9,969.58	34,544.00	24,574.42	28.9
230-473615-000	COUNTY GRANTS - MACM PROGRAM	567.02	2,437.12	9,039.00	6,601.88	27.0
230-473618-000	COUNTY GRANTS - CATERED MEALS	.00	2,557.50	11,550.00	8,992.50	22.1
230-473620-000	MUNICIPALITY CONTRIBUTIONS	466.10	24,097.60	41,407.00	17,309.40	58.2
	TOTAL LOCAL GOVERNMENT CHARG	8,626.10	66,854.55	175,525.00	108,670.45	38.1
	<u>TRANSFERS AND LONG TERM DEBT</u>					
230-492100-000	TRANSFER-GENERAL FUND (TAX)	.00	39,119.00	52,237.00	13,118.00	74.9
230-492200-000	TRANSFER FROM SPEC REV FUNDS	.00	.00	7,816.00	7,816.00	.0
	TOTAL TRANSFERS AND LONG TERM	.00	39,119.00	60,053.00	20,934.00	65.1
	TOTAL FUND REVENUE	8,626.10	106,033.22	235,578.00	129,544.78	45.0

VILLAGE OF MOUNT HOREB
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2026

SW DANE OUTREACH FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SW DANE NUTRITION</u>						
230-546200-111	SW DANE NUTRITION REG WAGES	2,956.52	20,352.72	35,328.00	14,975.28	57.6
230-546200-122	SW DANE NUTRITION OVERTIME	149.44	154.98	50.00	(104.98)	310.0
230-546200-131	SW DANE NUTRITION HEALTH	776.69	2,494.56	12,733.00	10,238.44	19.6
230-546200-132	SW DANE NUTRITION DENTAL	32.57	172.36	349.00	176.64	49.4
230-546200-133	SW DANE NUTRITION LIFE	13.34	78.34	145.00	66.66	54.0
230-546200-135	SW DANE NUTRITION RETIREMENT	223.63	1,403.94	2,459.00	1,055.06	57.1
230-546200-136	SW DANE NUTRITION FICA	246.90	1,734.42	2,703.00	968.58	64.2
230-546200-210	SW DANE NUTRITIO CONTRACT-CAT	667.50	3,562.50	11,550.00	7,987.50	30.8
230-546200-249	SW DANE NUTRITION MISC-CONTRA	.00	.00	1,750.00	1,750.00	.0
230-546200-310	SW DANE NUTRITIO OFFICE SUPPLI	.00	.00	150.00	150.00	.0
230-546200-315	SW DANE NUTRITION POSTAGE	.00	.00	100.00	100.00	.0
230-546200-330	SW DANE NUTRITIO MILEAGE REIMB	.00	256.61	200.00	(56.61)	128.3
230-546200-335	SW DANE NUTRITION TRAINING	179.00	179.00	100.00	(79.00)	179.0
230-546200-340	SW DANE NUTRITION OPER SUP	964.71	2,773.43	1,545.00	(1,228.43)	179.5
230-546200-390	SW DANE NUTRITION FOOD & HOUS	.00	.00	250.00	250.00	.0
230-546200-399	SW DANE NUTRITION PROGRAM EXP	.00	480.00	800.00	320.00	60.0
TOTAL SW DANE NUTRITION		6,210.30	33,642.86	70,212.00	36,569.14	47.9
<u>SW DANE OUTREACH</u>						
230-546300-111	SW DANE OUTREACH REGULAR WAG	9,025.70	58,686.71	101,822.00	43,135.29	57.6
230-546300-122	SW DANE OUTREACH OVERTIME	473.25	490.78	100.00	(390.78)	490.8
230-546300-131	SW DANE OUTREACH HEALTH	2,746.40	14,816.92	30,060.00	15,243.08	49.3
230-546300-132	SW DANE OUTREACH DENTAL	115.37	690.44	1,450.00	759.56	47.6
230-546300-133	SW DANE OUTREACH LIFE	2.11	22.64	145.00	122.36	15.6
230-546300-135	SW DANE OUTREACH RETIREMENT	519.29	3,852.51	7,084.00	3,231.49	54.4
230-546300-136	SW DANE OUTREACH FICA	694.39	4,605.26	7,789.00	3,183.74	59.1
230-546300-220	SW DANE OUTREACH TELEPHONE	178.80	853.13	1,293.00	439.87	66.0
230-546300-249	SW DANE OUTREACH MISC-CONTRA	.00	.00	1,750.00	1,750.00	.0
230-546300-310	SW DANE OUTREACH OFFICE SUPPL	.00	40.43	150.00	109.57	27.0
230-546300-315	SW DANE OUTREACH POSTAGE	312.00	431.00	500.00	69.00	86.2
230-546300-330	SW DANE OUTREACH MILEAGE REIM	2.90	212.99	250.00	37.01	85.2
230-546300-335	SW DANE OUTREACH TRAINING	.00	.00	200.00	200.00	.0
230-546300-340	SW DANE OUTREACH OPERATING SU	426.51	2,121.53	5,513.00	3,391.47	38.5
230-546300-399	SW DANE OUTREACH PROGRAM EXP	(825.50)	190.02	1,000.00	809.98	19.0
230-546300-530	SW DANE OUTREACH RENT	300.00	1,800.00	3,600.00	1,800.00	50.0
230-546300-810	SW DANE OUTREACH EQUIPMENT	.00	.00	175.00	175.00	.0
TOTAL SW DANE OUTREACH		13,971.22	88,814.36	162,881.00	74,066.64	54.5
TOTAL FUND EXPENDITURES		20,181.52	122,457.22	233,093.00	110,635.78	52.5
NET REVENUE OVER EXPENDITURES		(11,555.42)	(16,424.00)	2,485.00	18,909.00	(660.9)

VILLAGE OF MOUNT HOREB
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2026

OUTREACH SPECIAL PROJECTS

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>PUBLIC CHARGES</u>					
231-469900-000	FUNDRAISING REVENUE	.00	6,660.42	7,500.00	839.58	88.8
	TOTAL PUBLIC CHARGES	.00	6,660.42	7,500.00	839.58	88.8
	<u>INTEREST AND DONATIONS</u>					
231-481100-000	INVESTMENT INTEREST	208.94	7,676.87	150.00	(7,526.87)	5117.9
231-485000-000	CONTRIBUTIONS-ORG & INDIVIDUAL	.00	6,422.00	10,000.00	3,578.00	64.2
	TOTAL INTEREST AND DONATIONS	208.94	14,098.87	10,150.00	(3,948.87)	138.9
	TOTAL FUND REVENUE	208.94	20,759.29	17,650.00	(3,109.29)	117.6

VILLAGE OF MOUNT HOREB
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2026

OUTREACH SPECIAL PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OUTREACH SP PROJ</u>					
231-546400-325 OUTREACH SP PROJ NEWSLETTER E	.00	1,248.00	1,500.00	252.00	83.2
231-546400-341 OUTREACH SP PROJ RESIDENT ASST	.00	77.12	11,000.00	10,922.88	.7
231-546400-390 OUTREACH SP PROJ FUNDRAISING E	.00	.00	1,000.00	1,000.00	.0
231-546400-399 OUTREACH SP PROJ EMERGENCY E	.00	.00	1,000.00	1,000.00	.0
TOTAL OUTREACH SP PROJ	.00	1,325.12	14,500.00	13,174.88	9.1
<u>OUTREACH SP PROJ XFR</u>					
231-592200-500 OUTREACH SP PROJ TRANSFER TO	.00	.00	7,816.00	7,816.00	.0
TOTAL OUTREACH SP PROJ XFR	.00	.00	7,816.00	7,816.00	.0
TOTAL FUND EXPENDITURES	.00	1,325.12	22,316.00	20,990.88	5.9
NET REVENUE OVER EXPENDITURES	208.94	19,434.17	(4,666.00)	(24,100.17)	416.5

VILLAGE OF MOUNT HOREB
BALANCE SHEET
JUNE 30, 2026

SW DANE OUTREACH FUND

ASSETS

230-113145-000	CASH IN BANK-MCB CKG	(881.12)	
230-121000-000	TAXES RECEIVABLE-CURRENT	13,118.00	
	TOTAL ASSETS		12,236.88

LIABILITIES AND EQUITY

LIABILITIES

230-211100-000	AP (DUE TO POOL)	2,740.31	
230-217000-000	ACCRUED COMP WAGES	996.39	
230-217500-000	ACCRUED YE WAGES	7,321.53	
230-261000-000	DEFERRED TAX ROLL REVENUES	13,118.00	
	TOTAL LIABILITIES		24,176.23

FUND EQUITY

230-342100-000	OUTREACH/NUTRITION FUND BALANC	4,484.65	
	REVENUE OVER EXPENDITURES - YTD	(16,424.00)	
	BALANCE - CURRENT DATE	(16,424.00)	
	TOTAL FUND EQUITY		(11,939.35)
	TOTAL LIABILITIES AND EQUITY		12,236.88

VILLAGE OF MOUNT HOREB
BALANCE SHEET
JUNE 30, 2026

OUTREACH SPECIAL PROJECTS

ASSETS

231-113245-000	CASH IN BANK-MCB INVEST	340,887.56	
231-115230-000	CASH IN BANK-MEMORIAL MCB CD	8,554.10	
	TOTAL ASSETS		349,441.66

LIABILITIES AND EQUITY

FUND EQUITY

231-342100-000	OUTREACH SPECIAL PROJ FUND BAL	330,007.49	
	REVENUE OVER EXPENDITURES - YTD	19,434.17	
	BALANCE - CURRENT DATE	19,434.17	
	TOTAL FUND EQUITY		349,441.66
	TOTAL LIABILITIES AND EQUITY		349,441.66