

Site Name	Monona Community Center/Senior Center
Date of Visit	July 12, 2024
Completed By	Caroline Werner

DANE COUNTY SENIOR NUTRITION PROGRAM - DINING SITE REVIEW

Please indicate the appropriate response for each statement listed by checking Yes, No, or N/A in the corresponding space. Use the space provided at the end of each section to provide additional comments or to clarify your responses. Thank you!

Yes	No	N/A	Creation of an Inviting Atmosphere
X			Were you greeted as you came in?
X			If needed, was the contribution system explained?
X			Did the seating arrangement allow for new participants to be integrated into the group?
	X		Was there an announcement time?
	X		Were new participants introduced to the group?
X			Did the site appear clean & neat?
X			Were the bathrooms clean?
X			Was there a bulletin board or place where notices were posted, such as: activity calendars or menus
X			Was the site accessible to a handicapped person?
X			Did participants at the site seem to mix well together?
Comments:			No specific announcement time, but all events were listed on a nearby bulletin board. Participants were reminded of a craft sale the next weekend. I wasn't aware that there were any new participants that day. I was totally IMPRESSED with the bathroom next to the kitchen area! The fixtures were all new and everything was accessible and clean. On a side note, I saw a spider coming down from a ceiling vent and killed it before it reached the floor. :)
Yes	No	N/A	Participants
X			Were participants friendly to you as a newcomer?
X			Did participants seem to enjoy talking to each other?
			Did participants seem happy with the following?
X			a) the site manager
X			b) the volunteers
X			c) the food
X			d) the program
Comments:			There was no special program during the lunch time; but participants liked the food program and process. Each participant had to sign in at a special "desk" and pay for the meal in advance. When one member arrived as the meal was served, he was told to sign in first and did so promptly.

Yes	No	N/A	Site Manager
X			Was the site manager readily identified (for example, the manager was wearing a badge or name tag)?
X			Was the site manager friendly to participants and volunteers?
		X	Was the site manager helpful to people with special needs?
Comments			I didn't see anyone who needed any special assistance that day.
Yes	No	N/A	Volunteers
X			Were volunteers readily identified by a name tag?
X			Did volunteers seem to enjoy their work and know what was expected of them?
Comments:			Volunteers were friendly and helpful.
Yes	No	N/A	Reservations
X			Was making the reservation easy?
X			Was parking available close to the site?
X			Did the site have efficient and accurate registration procedures?
Comments:			Please see my comment under "Participants" re: the sign-in procedure.
Yes	No	N/A	Food
X			Did the meal look good?
X			Did the food taste good?
X			Was the meal served on time?
X			Were the people serving the meal clean and wearing aprons?
X			Did the food served seem to be at the right temperature? (Hot food hot, cold food cold)
	X		Was there a lot of left-over food on people's plates?
Comments:			
Overall Feedback:			I enjoyed this site visit during the summer!! All the glass windows looked out over the pool area which was decorated with a variety of potted flowers. The dining area was spacious which seemed to almost blend in with the outside atmosphere. The seating did not focus on the outside view; but had us in a position where we were focusing on the person across from us, so we weren't necessarily going to be distracted by the outside view. :)