



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the City of Stoughton Food Pantry Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: CITY OF STOUGHTON FOOD PANTRY
Date /Time: Thursday, December 21, 2017 @ 1:00p.m.
Location: Ed Overland Room (381 E Main St, Stoughton WI 53589)

Note-For security reasons, the front doors of the City Hall building (including the elevator door) will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the entrance on the east side of City Hall (the planning department door). If you are physically challenged and are in need of the elevator or other assistance, please call 873-6677 prior to 4:30 p.m.

Item #	CALL TO ORDER
1.	Call to order
2.	Approval of 10-19-17 minutes
3.	Communications
4.	Total cleaning of the Pantry – floors stripped and waxed, all things removed and cleaned
5.	Review of Pantry Handbook – Sandy
6.	Review Financial statements
7.	Second Harvest and Friends Group update
8.	Adjournment

cc: Mayor Olson, Food Pantry members, City Council Members, Department Heads, City Attorney, Stoughton Newspapers/WI State Journal, Deputy Clerk Kelli Krcma, Library Administrative Assistant Sarah Monette

Note-An expanded meeting may constitute a quorum of the Council.