Minutes of the Special Food Pantry Committee Meeting – May 18, 2022

1. Call to order at 6:30pm
2. Attendance – Present - Sandy Fleming, Mike Heger, Val Macho, Diane Williams. Absent Linda Lane Guests from Personal Essentials Pantry – Sharon Mason, Sue Foley, Guests from United Methodist Food Pantry – Jo Doyle, Ruth Lawton, Sara Leikness
3. Discussion of current procedures, issues and ways to work together
    a. PEP began and explained both their procedures, products they distribute and usage in the community.
        i. They take orders by phone, pack up the supplies according to a computer model and the client's needs and have clients come for a contactless delivery.
        ii. Budget is a major issue
        iii. Hours are 1st and 3rd Thursday from 1-5pm
        iv. No income limitations
        v. Distribute items – never food items
        vi. Usage – about 50 households per month
        vii. Provides Pick n Save vouchers
    b. Methodist Pantry
        i. No income limitations
        ii. They are open for clients to come inside – masks are required for both volunteers and clients
        iii. Hours Tues 9-12 and 4-6
        iv. Usage : monthly average about 44 households per month
        v. Member of Second Harvest
    c. City of Stoughton Panty
        i. Shared income requirement as set by TEFAP (The Emergency Food Assistance Program)
        ii. Usage – about 75 households per month
        iii. Purchase foods from Aldi, Pick n Save, Qwik Trip and obtain food from CAC and TEFAP . Clients receive amounts based on family size. Single individuals can get about 75 pounds of food with larger families getting over 120 pounds.
        iv. Vouchers are provided for both fresh produce and general food at Pick n Save

4 . Working together

Each pantry will distribute flyers or information about each other to insure needy clients know of places to get help.

Methodist commented they like the way current shared food drives are handled – with products weighed at the City Pantry and then distributed with Methodist sending over some trucks and each pantry receiving half of the food.

Methodist suggested that future meeting be held quarterly

Mike offered to assist Methodist with using computer software for their pantry records

If City Pantry gets a donation of baby formula – send it to Methodist pantry

5 Adjourn at 8:15pm