Minutes of the March 16, 2022 Board Meeting

1. The meeting was called to order by Mike Heger at 1:00 pm. Present were Linda Lane, Diane Williamson, Sandy Fleming and Val Macho. A quorum was established

2. A motion was made by Linda Lane to approve the minutes of the Jan 12, 2022 meeting and seconded by Sandy Fleming. All approved.

3. Discussion occurred about setting policies in relation to the declining rates of Covid. Mike read the suggestions he received from volunteers regarding Covid policies.

a) Face mask at the pantry. Each team of volunteers working at the pantry should discuss the wearing of face masks indoors. Wearing of masks is optional by volunteers but all volunteers are asked to respect the decision of the other volunteer(s), as some volunteers will likely remain uncomfortable without masking by themselves and their partner.

b) The current policy of requiring vaccination by all volunteers will remain in effect.

c) With Covid infections continuing though rapidly declining, the board decided to continue using contactless delivery of food for the time being. Clients will not be allowed into the pantry at this time as we await more data on Covid and its variants.

d) At the May meeting (Scheduled for Wednesday May 11) the board will revisit the policies again to decide if the time is right to reopen the pantry to clients. It was noted that if and when the pantry reopens to clients, volunteer training will be needed by many as they have never worked when allowing clients into the pantry. With deliveries being done, there will always be some placing orders over the phone.

e) Volunteer updates. We have many volunteers who went on leave at the time of Covid and are still on our contact list. Also we have many volunteers who served some time but have not volunteered for any activity for many months. Linda will contact those and see if they wish to remain as volunteers for the pantry.

4. Sources for types of additional meats. TEFAP indicated that the only meats received would be fish in March. This has been resolved as TEFAP was able to donate to us additional chicken this past month and in April they have hams and chicken breast on the list of products available. Mike will purchase ground beef as needed. Remember that clients may only receive one of each meat option.

5. Long term pantry goals.
a) Mike and Sandy reported on their visit to the Oregon pantry as they look for ways that we might improve delivery of services to the Stoughton Community. The Oregon pantry is on land leased from the Methodist Church. Cost was $700,000 (with the land being leased for $1 per year). There is lots of space to allow for wide aisles and clearly organized storage along with wonderful walk in coolers and freezers. They too have

done contactless delivery. Clients drive to the pantry, complete “order forms” and a team of volunteers fill those requests and bring the groceries out to the vehicles. They are open only approximately 14 hours per month and have 6+ volunteers working at one time to fill the orders. They serve somewhat more clients than we do.

b) As we look toward planning for the future, we need to work with other pantries in the community. (Methodist and Personal Essentials) Mike will try to schedule a meeting with them so that we can discuss how to better assist the community.

6. Pick 3 reorganization - Mike, Val and Ruth Fortney met and decided to reorganize the Pick 3 area. It was decided that Mike will try to keep a number of items in stock by purchasing ketchup, mustard, paper towels, Kleenex, cooking oil, laundry detergent if donations are not enough. Val and Ruth reorganized the shelves to better space things out and move all personal items to the other bank of new shelving.

7. Other business – Mike was contacted by the Stoughton hospital to see if we could partner with them on nutrition information. Stoughton hospital offered to do cooking demonstrations and recipe cards. After discussion, the idea of healthy recipe cards and healthy meal planning (using products we provide to clients) might be beneficial. Mike will work with them to see if we can get something started

8. Pest Control. This has been a major problem with service being sporadic at best for some time. By law we are required to have monthly pest control checks. Mike contacted 2 firms as possible replacements to provide this required service. He has notified Stoughton Utilities of our issue (as they are the owners of the building) . Diane W moved to hire First American Pest Control at a cost of $50/month. Linda L seconded the motion. All voted in favor.

9 The date for next meeting was set for Wed May 11at 1pm

10. A motion was made by Sandy F and seconded by Linda L to adjourn the meeting at 2:08. All in favor.