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, 2023 – 2:45 pm**
Item Location:	**The meeting of the Food Pantry will be conducted In Person, EMS Conference Room, 516 S Fourth St., Stoughton, WI**

1. Call to order
2. Attendance
3. Approval of minutes from the Oct 20, 2023 meeting
4. Review of voucher Thanksgiving program
   a. Amount of voucher
   b. Window to provide Thanksgiving vouchers
   c. Distribution of review
5. Review of regular voucher program
   a. Costs
   b. Are the amounts still correct
6. Consideration of laser printer for pantry – to print all forms
7. Adjustment of pantry days and times to cope with larger usage (possible another Sat. each month
8. Other Business
9. Adjournment

Members: Mike Heger (Chair), Sandy Fleming, Linda Lane, Val Macho, Diane Williams
Staff: Candee Christen, City Clerk

Note-An expanded meeting may constitute a quorum of the Council.
Sent to: (via e-mail) Food Pantry Committee
Cc: (via e-mail) Mayor Swadley — Department Heads
Council Members — City Attorney Matthew Dregne
Stoughton Newspapers — Sara Monette

Any person wishing to attend the meeting, whom because of a disability, requires special accommodation, should contact the City Clerk's Office at (608) 873-6692 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made. In addition, any person wishing to speak or have their comments heard but does not have access to the internet should also contact the City Clerk's Office at the number above at least 24 hours before the scheduled meeting so appropriate arrangements can be made.