



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: **August 16th, 2023 – 4:00 pm – 5:30 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 June 14th 2023 meeting
4. Review of pantry usage and impact on budget-- Financial review
 - a. Cost of voucher is about \$9300 per month (assuming average of \$50 per household visit) for the past 2 months with no sign of decline. Limiting vouchers to only 1 time per month would save about \$2300 monthly
 - b. Cost of food is about \$4000 per month – Aldi order, hot dogs, milk (at times), soap, misc. items
 - c. If trend continues expenditures would be approx. \$140,000 while last year expenditures were approx. \$65,000
 - d. Current budget in the computer system is projecting 50% (\$75000) of that amount – income from last year - though the city budget really is not binding on us.
 - e. We still have large balance
 - f. In 2022 donations were \$86,000
5. Scheduling Volunteer General meeting to do Civil Rights, Confidentiality and volunteer issues – and creating agenda for it
6. Progress on 501c3 – where are we and what alternatives are there
7. Planning to deal with no **delivery** for TEFAP commodities and Stock boxes starting in January
8. Long range plan to deal with no Sec Harvest free meats after year end – impact on expenditures and availability
9. Second Harvest Partnership agreement signing up
10. Pick and Save - pickup of meat etc. on Fridays
11. Deliveries – what to do if more than 5 sign up. How to try to get fewer deliveries by screening – ask everyone for reason they need delivery, do they have friend or family member who could take them. (On Tues morning all 5 delivery spots were full for Wed)
12. Limit sign up for appointment to 1 week prior to appointment
13. Other Business
14. Adjournment

Members: Mike Heger (Chair), Sandy Fleming, Linda Lane, Val Macho, Diane Williams
Staff: Tammy Nimmo, Deputy City Clerk

