

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 stating 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

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.