



## 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:

**Wednesday January 12, 2022 – 1:00 to 3:30 p.m.**

Item Location:

**The meeting of the Food Pantry will be conducted virtually due to Covid-19. You can join the meeting from your computer tablet or smartphone**

<https://global.gotomeeting.com/join/475218901>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

- One-touch: <tel:+18773092073,,475218901#>

United States: +1 (646) 749-3129

- One-touch: <tel:+16467493129,,475218901#>

Access Code: 475-218-901

1. Call to order – attendance
2. Approval of prior board meeting minutes
3. Review of finances and donations
4. Review of Thanksgiving and Holiday Vouchers
  - a. Number of vouchers issued for Thanksgiving and Christmas
  - b. Issues with using the computer
  - c. \$ amounts
  - d. Distribution by type –
    - i. Color of vouchers
    - ii. Should a family of 4 adults get the smaller voucher while a family of 1 adult and 1 child get larger amount (What about a family of 3 adults and 1 – 18 year old who will be 19 next year
5. When schools went virtual we increased juice, cereal, peanut butter and other things. Should that continue? Should we increase the amounts for all regardless if they have school age children? Should the signs on the shelves (Item and quantities) be updated to reflect current offering?
6. Pick 3 – what is its purpose? What would we like to do? Do we purchase and stock some of these items?
7. How can we make clients aware of information (delivery, 2 visits per month, other changes)
8. Other items that might be added to the “regular items stocked”
9. Sweet cereal – should we purchase these?
10. Purchase of a cell phone for the pantry to cope with any phone outage
11. What to do about obtaining reliable pest control as mandated by our contract with TEFAP.
12. Discussion of long range planning..What are the challenges we face and how can we incorporate those into our future plans? (I did mention that we would be looking at that at this meeting with Mayor Tim Swadley, and he said he would try to join us.)
13. 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.**