

### 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: Date /Time: Location:

#### CITY OF STOUGHTON FOOD PANTRY

Tuesday, May 12, 2020 at 1:00 p.m.

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/660466973. You can also dial in using your phone: United States: 1 866 899 4679 Access

Code: 660-466-973

#### Item#

#### CALL TO ORDER

- Call to order
- 2. Attendance
- 3. Approval of minutes from February 20, 2020
- 4. Discussion and approval of proposed expenditures
- 5. Approve replacement board member (Val Macho)
- 6. Other business
- 7. Adjourn

Members: Mike Heger (Chair), Judy Olson, Sandy Fleming, Linda Lane, Val Macho

Staff: Candee Christen, Deputy 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.

# City of Stoughton Food Pantry Proposed expenditures for Board Review

In response to the extraordinary financial donations made to the pantry in April, the following suggestions have been made to utilize some of the money. It should be noted I do not have firm bids out for any of these items, prices are based on internet search. Items are not listed in any priority.

- 1. <u>Increased food distributed</u> to each household. Hard to estimate cost but if this option chosen, suggest subcommittee determine amount and items to increase.
- 2. <u>Increase voucher</u> amount for each household. Example: raise voucher \$5/month with aver 132 households/month estimated cost \$8,000/year
- 3. <u>Upright Freezer</u> (would suggest purchasing locally from Quams have not received a firm price from them)
  - Whirlpool 20cf with temp alarm (WZF79R20DW approx. \$949.00
  - Maytag 20cf no tem alarm (MZF34X20DW) approx. \$899.00
- 4. Electrical work to be done by city of Stoughton, approximately \$750.00
- 5. <u>Upright Refrigerator</u> (have to check with Quams if they have them) this would not be possible if we wanted to do the extra storage (#7 below)
  - Insignia from Best Buy convertible refrigerator/freezer 20cf \$800.00
- 6. Cordless Phone (purchase through City) \$620.00
- 7. <u>Storage shelf</u> if we move current freezer outside by new freezer approx. \$90 from Menards (have not factored in shipping). Would go into space for moved freezer.
- 8. <u>Lightweight tables</u> for food drives

Currently we use 2-6ft; 5-8' and 2-5'. To replace with Office Depot lightweight conference tables, pricing as follows (have not factored in shipping):

- 8' \$119.99 @ = \$599.95
- 6' \$99.99 @ = \$199.98
- 5' \$79.99@ = <u>\$159.98</u> \$959.91

### City of Stoughton - Food Pantry Board Meeting

February 20, 2020 - Hall of Fame Room

#### Call to order

Mike H. called the meeting to order at 2:01 pm.

#### Attendance

Mike Heger (Chair), Linda Lane, Sandy Fleming, Deputy Clerk Candee Christen and Val Macho (Board candidate)

Hub representative Renee Hickman was also present.

#### Approval of minutes

January 8, 2020, MOTION Linda/Sandy, all in favor, approved

### Review of final revisions to the pantry handbook

The revisions are complete. Many changes were made to all parts of the Handbook. TEFAP requires pantries who are using electronic registration (in lieu of the paper TEFAP form) to review the My Pledge agreement every time they use the pantry – this confirms their agreement with TEFAP income and usage rules. The My Pledge is taped to the top of the registration desk. The newly revised handbook will be distributed at the upcoming volunteer meeting.

### Volunteer meeting scheduled for March 12, 2020 - set agenda for the meeting

Handbook changes; Civil Rights; confidentiality including signing the logbook; reviewing the important points in the handbook; hours for volunteers; verify info in the Volunteer Directory

Review of opening and locking automatic timing Discussed due to safety factor-change unlock time to 15 minutes before opening and lock 5 minutes after closing. Deputy Clerk Christen will notify the person in charge at City Hall.

#### Discuss proof of address

CAC notes that majority of pantries do not require POA for children under the age of 18.

This was discussed and it was agreed that Proof of Address for children under 18 would not be required at each annual renewal.

At the annual renewal each household member must provide an ID for ALL household members and proof of address of all household members 18 years of age or older

This change will take effect at the April 1st rollover date.

#### Requirements for proof of address every month for person picking up food

The committee noted that a few clients do not bring their proof of address at each visit. TEFAP mandates that Proof of Residence be provided and verified only 1 time each year. It was agreed that beginning April 1<sup>st</sup> the person picking up food, will only need a valid ID. (After the annual verification in which proof of address and ID is required). In the event the client comes without an ID, he/she may pick up food 1 time and a note should be typed into the notes field indicating that the ID will be required at the next visit. As is currently the rule, on the 3<sup>rd</sup> visit to the pantry, a client will only receive food for the number of household members that are fully verified.

**MOTION** (**SK/LL**) to change the requirement of Proof of Address and ID to once annually for all adults in a household, under 18 years of age will need ID only. The person picking up the food must provide ID every visit. All in favor, approved.

<u>Discussion of the issue of not having a break between shifts to stock, etc.</u> The current hours of operation will be discussed with volunteers at the annual meeting on March 12.

### Discussion of CAC survey for our clients

CAC sent a 4-page survey asking if the Stoughton Food Pantry would participate. Mike reviewed it and felt it is extremely lengthy for the clients. Sandy will put a notice in the newsletter that the survey is available at the pantry if someone would like to fill it out. Linda suggested contacting CAC indication that it is a very long and cumbersome.

### Replacement of board member (Karol Castle)

Val Macho has stepped forward expressing interest of filling Karol Castle's position. This will go to City Council for approval at the Reorg meeting.

#### Other business

The Boy Scouts will be holding a food drive on Sat. March 14. Volunteers will be needed to set up, sort and date food and tear down. Volunteers will be contacted to volunteer for 1 or more shifts.

Discussed was the recent heavy use of the pantry on a recent Saturday by clients.

An additional Saturday may need to be added if the trend continues however, it may be difficult to find volunteers to staff the pantry on Saturdays. This will be discussed at the March meeting.

Linda asked if there would be money in the budget to purchase lighter tables to be used by the pantry during food drives. It was noted that the current tables are extremely heavy and hard to operate for one or even two people. Mike will look into costs and possibly we could purchase a couple this year and next.

The Postal Food Drive is back and will be held May 9 this year. A corporate sponsor has stepped forward to purchase and supply the bags used by the postal carriers. This is elective on the part of the mail carrier, they are not required to participate, as they are the ones collecting and hauling all the food in for distribution.

Next meeting will be April 16 at 2 pm.

Adjourn MOTION (LL/SK), all in favor, adjourned. 3:13 pm

Respectfully submitted,

Candee Christen
Deputy Clerk

#### GL ACTIVITY REPORT FOR STOUGHTON CITY FROM 234-55100-50724 TO 234-55100-50724 TRANSACTIONS FROM 02/01/2020 TO 04/30/2020

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 234 FC	IAG DO	JTRY					
02/01/2020	02 1111		234-55100-50724 FOOD PANTRY EXPENSE	.s	BEG. BALANCE		3,151.94
02/06/2020	AP	INV	FOOD PANTRY AND HOLIDAY VOUCHERS	001252	582.64		3,734.58
02/06/2020	AP	INV	FOOD VOUCHERS FOR THE FOOD PANTRY	001254	694.84		4,429.42
02/14/2020	AP	INV	Bananas	02/14/2020	15.60		4,445.02
02/14/2020	AP	INV	Bananas	02/14/2020	15.60		4,460.62
02/14/2020	AP	INV	Yogurt, Franks,	02/14/2020	83.60		4,544.22
02/14/2020	AP	INV	Milk	02/14/2020	35.18		4,579.40
02/14/2020	AP	INV	Eggs	02/14/2020	29.70		4,609.10
02/14/2020	AP	INV	Eggs	02/14/2020	29.70		4,638.80
02/14/2020	AP	INV	Skillet dinners, yogurt, jello, hot (	02/14/2020	137.34		4,776.14
02/20/2020	AP	INV	FOOD PANTRY VOUCHERS	001264	401.16		5,177.30
02/20/2020	AP	INV	FOOD PANTRY VOUCHERS	001274	544.19		5,721.49
02/27/2020	AP	INV	FOOD PANTRY VOUCHERS	001281	524.30		6,245.79
02/28/2020	JE	JE	TO RECORD POSTAGE	6292	15.00		6,260.79
02/28/2020	AP	INV	Skillet dinners & soap	02/28/2020	111.91		6,372.70
02/28/2020	AP	INV	Yogurt	02/28/2020	19.20		6,391.90
02/28/2020	AP	INV	Milk	02/28/2020	22.22		6,414.12
02/28/2020	AP	INV	Bananas	02/28/2020	15.60		6,429.72
02/28/2020	AP	INV	Yogurt, skillet dinners, hot dogs	02/28/2020	77.55		6,507.27
02/28/2020	AP	INV	Butter, syrup, crackers, tuna, toilet	02/28/2020	343.86		6,851.13
03/05/2020	AP	INV	FOOD PANTRY VOUCHERS	001288	491.71		7,342.84
03/12/2020	AP	INV	FOOD PANTRY VOUCHERS	001293	459.30		7,802.14
04/02/2020	AP	INV	FOOD PANTRY VOUCHERS	001306	423.13		8,225.27
04/02/2020	AP	INV	FOOD PANTRY VOUCHERS	001295	440.50		8,665.77
04/16/2020	AP	INV	REIMBURSEMENT FOR FOOD PANTRY PURCHAS	03232020	45.88		8,711.65
04/16/2020	AP	INV	FOOD PANTRY VOUCHERS	001311	625.20		9,336.85
04/30/2020	AP	INV	FOOD PANTRY VOUCHERS	001324	443.87		9,780.72
04/30/2020			234-55100-50724	END BALANCE	6,628.78	0.00	9,780.72

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BALANCE SHEET FOR STOUGHTON CITY

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User: CANDEE DB: Stoughton

Period Ending 02/29/2020

Fund 234 FOOD PANTRY		
Provided to	Current Year	D.1
Description	Beg. Balance	Balance
PRIMARY CHECKING	131,422.14	128,276.44
WISC INVESTMENT FUND	47,823.27	47,948.69
ets	179,245.41	176,225.13
***		
ACCOUNTS PAYABLE	7,131.82	0.00
bilities	7,131.82	0.00
***		
FUND BALANCE	172,113.59	172,113.59
d Balance	172,113.59	172,113.59
Fund Balance		172,113.59
venues VS Expenditures		4,111.54
nd Balance bilities And Fund Balance		176,225.13 176,225.13
	PRIMARY CHECKING WISC INVESTMENT FUND  ets  ***  ACCOUNTS PAYABLE  bilities  ***  FUND BALANCE  d Balance  Fund Balance  venues VS Expenditures  nd Balance	Description  PRIMARY CHECKING WISC INVESTMENT FUND  AT, 823.27  ets  ACCOUNTS PAYABLE  ***  FUND BALANCE  d Balance  Fund Balance  PRIMARY CHECKING WISC INVESTMENT FUND  131,422.14 47,823.27  179,245.41  ***  ACCOUNTS PAYABLE  7,131.82  ***  FUND BALANCE  172,113.59  Fund Balance  venues VS Expenditures nd Balance

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BALANCE SHEET FOR STOUGHTON CITY

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User: CANDEE DB: Stoughton Period Ending 03/31/2020

Description	Current Year	
Dosarintion		
Description	Beg. Balance	Balance
PRIMARY CHECKING	131,422.14	131,577.81
WISC INVESTMENT FUND	47,023.27	47,991.32
ets	179,245.41	179,569.13
***		
ACCOUNTS PAYABLE	7,131.82	0.00
pilities	7,131.82	0.00
***		
FUND BALANCE	172,113.59	172,113.59
d Balance	172,113.59	172,113.59
Fund Balance		172,113.59
venues VS Expenditures		7,455.54
		179,569.13 179,569.13
	PRIMARY CHECKING WISC INVESTMENT FUND  Ats  ACCOUNTS PAYABLE  Dilities  ***  FUND BALANCE  di Balance  Fund Balance	PRIMARY CHECKING WISC INVESTMENT FUND 47,823.27  ats 179,245.41  ***  ACCOUNTS PAYABLE 7,131.82  bilities 7,131.82  ***  FUND BALANCE 172,113.59  fi Balance  Fund Balance  reques VS Expenditures and Balance

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BALANCE SHEET FOR STOUGHTON CITY
Period Ending 04/30/2020

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Fund	234	FOOD	PANTRY
I una	201	LOOD	T T TI A T I / T

Fulld 234 FOOD PANIKI		
	Current Year	
Description	Beg. Balance	Balance
PRIMARY CHECKING	131,422.14	170,647.37
WISC INVESTMENT FUND	47,823.27	48,018.81
ssets	179,245.41	218,666.18
3 ***		
ACCOUNTS PAYABLE	7,131.82	0.00
iabilities	7,131.82	0.00
ce ***		
FUND BALANCE	172,113.59	172,113.59
und Balance	172,113.59	172,113.59
ng Fund Balance		172,113.59
Revenues VS Expenditures		46,552.59
		218,666.18 218,666.18
	PRIMARY CHECKING WISC INVESTMENT FUND  SSETS  ACCOUNTS PAYABLE  Labilities  Ce ***  FUND BALANCE  and Balance  ng Fund Balance	Description  PRIMARY CHECKING WISC INVESTMENT FUND  PROPOSED  PROPOSED

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# REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Balances as of 02/29/2020

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User: CANDEE DB: Stoughton

Account	Description		2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	М	TIVITY FOR ONTH ENDED 02/29/2020	Available Balance	% Used
Revenues Department 48110	: 00000: REVENUE INTEREST							
02/29/2020 02/29/2020		IVIDENDS ORD MONTHLY WISC INTERES	T EARNED	119776 119800		JE# 6299 JE: '0' Ref Num1: '6308		
48110	INTEREST		1,500.00	362.54		176.40	1,137.46	24.17
48550	DONATIONS							
02/03/2020 02/04/2020 02/04/2020 02/10/2020 02/12/2020 02/12/2020 02/14/2020 02/18/2020 02/20/2020 02/21/2020 02/24/2020 02/24/2020 02/24/2020 02/25/2020	CR ARMSTR CR MULLEN CR NANCY CR CHRIST CR ORTIZ, CR ASLESO CR OLSEN, CR JOE VA CR CORDRA CR HALLIN CR CHRIST CR CHRIST	Y, CHARLOTTE/FOOD PANTRY ONG, HERBERT / RUTH TRUS , THOMAS & CHARLOTTE/FOO & JOHN ELVEKROG/FOOD PAN LUTHERAN CHURCH/FOOD PA CONNIE/FOOD PANTRY N, RICHARD & JEAN/FOOD P ARTHUR & DORIS/FOOD PAN N HORN CHEVROLET/FOOD PA Y, JAMES & JOAN/FOOD PAN AN, JOHN & JOYCE TIKALSK LUTHERAN CHURCH/FOOD PA LUTHERAN CHURCH/FOOD PA LUTHERAN CHURCH/FOOD PA LUTHERAN CHURCH/FOOD PA T, JOSEPH & SARAH/FOOD P	T ACC/FOOD PANTRY D PANTRY TRY NTRY  ANTRY  ANTRY TRY TRY Y POOD PANTRY NTRY-MERLE DONATION NTRY-SOCIAL DONATION NTRY	117892 117924 117926 118176 118282 118283 118523 118765 118766 119003 119021 119101 119102 119103 119175	25.00 200.00 50.00 1,711.93 50.00 100.00 200.00 39.56 100.00 100.00 500.00 200.00	Receipt #: 100045587 Receipt #: 100045617 Receipt #: 100045619 Receipt #: 100045718 Receipt #: 100045769 Receipt #: 100045770 Receipt #: 100045828 Receipt #: 100045871 Receipt #: 100045871 Receipt #: 100045872 Receipt #: 100045909 Receipt #: 100045909 Receipt #: 100045988 Receipt #: 100046049		
48550	DONATIONS		90,000.00	10,600.13		3,591.49	79,399.87	11.78
Total - De	ept 00000		91,500.00	10,962.67		3,767.89	80,537.33	11.98
Total Reve	enues		91,500.00	10,962.67		3,767.89	80,537.33	11.98
Expenditur Department 50724	55100: COMMUNIT	Y COMMITMENT RY EXPENSES						
02/06/2020 02/06/2020 02/14/2020 02/14/2020 02/14/2020 02/14/2020 02/14/2020 02/14/2020 02/20/20/2020 02/20/2020 02/28/2020 02/28/2020 02/28/2020 02/28/2020 02/28/2020 02/28/2020 02/28/2020	AP KROGER AP KROGER AP KWIK T AP KWIK T AP ALDI/Y AP KWIK T AP ALDI/S AP KROGER AP KROGER AP KROGER AP LS BAN AP ALDI/Y AP KWIK T AP KWIK T AP LS BAN AP ALDI/B AP KWIK T AP LS BAN AP ALDI/B AP LS BAN AP ALDI/B AP ALDI/B AP LS BAN AP ALDI/B AP LS BAN AP ALDI/B	/FOOD PANTRY EXPENSES /FOOD PANTRY EXPENSES RIP WEST/Bananas RIP WEST/Bananas ogurt, Franks, RIP WEST/Milk RIP WEST/Eggs RIP WEST/Eggs killet dinners, yogurt, /FOOD PANTRY EXPENSES /FOOD PANTRY EXPENSES /FOOD PANTRY EXPENSES K CORPORATE PAYMENT SYST ogurt RIP WEST/Milk RIP WEST/Bananas K CORPORATE PAYMENT SYST utter, syrup, crackers, ORD POSTAGE	EMS/Skillet dinners & soap  EMS/Yogurt, skillet dinner tuna, toilet pa	117998 118345 119309 119310 119311 119348 119349 119350 119351 119438 119439 119440 120539 120540 120574 120575 120576 120577	694.84 15.60 15.60 83.60 35.18 29.70 29.70 137.34 401.16 544.19 524.30 111.91 19.20 22.22 15.60 77.55 343.86	Inv #: '001252' Vendor Inv #: '001254' Vendor Inv #: '02/14/2020' Vend Inv #: '001264' Vendor Inv #: '001274' Vendor Inv #: '001281' Vendor Inv #: '00/28/2020' Vend Inv #: '02/28/2020' Vend	'005720' dor '001947' dor '001947' dor '001947' dor '001947' dor '001947' dor '001947' dor '005720' '005720' '005720' dor '004692' dor '001947' dor '001947' dor '001947' dor '001947' dor '004692' dor '004692' dor '004692' dor '004692' dor '003172'	
50724	FOOD PANTRY EXP	ENSES	85,000.00	6,851.13		3,699.19	78,148.87	8.06

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REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Balances as of 02/29/2020

User: CANDEE DB: Stoughton Page: 2/2

Account Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
Expenditures Department 55100: COMMUNITY COMMITMENT					
Total - Dept 55100	85,000.00	6,851.13	3,699.19	78,148.87	8.06
Total Expenditures	85,000.00	6,851.13	3,699.19	78,148.87	8.06
NET OF REVENUES AND EXPENDITURES	6,500.00	4,111.54	68.70	2,388.46	

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# REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Balances as of 03/31/2020

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User: CANDEE DB: Stoughton

Account	Descript	ion	2020 Amended Budget	YEAR-TO-DATE THRU 03/31/20	Mo	TIVITY FOR ONTH ENDED 03/31/2020	Available Balance	% Used
Revenues Department 48110		REVENUE FEREST						
03/31/2020 03/31/2020		WISC DIVIDENDS TO RECORD MONTHLY WISC INTER	EST EARNED	121272 121273		JE# 6354 JE: '0' Ref Num1: '6355		
48110	INTEREST		1,500.00	450.55		88.01	1,049.45	30.04
48550	DO	NATIONS						
03/02/2020 03/06/2020 03/06/2020 03/10/2020 03/12/2020 03/12/2020 03/12/2020 03/23/2020 03/23/2020 03/23/2020 03/23/2020 03/23/2020 03/23/2020 03/23/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020 03/25/2020	CIN	ARMSTRONG, HERBERT / RUTH TF SAVITT, MICHAEL & KNUTSON, S MULLEN, THOMAS & CHARLOTTE/F HOLSINGER, ROBERT & LINDA/FO CHRIST LUTHERAN CHURCH/FOOD ELVEKROG, NANCY & JOHN/FOOD ASLESON, RICHARD & JEAN/FOOD FONS, MARY/FOOD PANTRY SEIBEL, JAYNE & BOOTH, JEROM KNAPP, KAREN & DALE/FOOD PANT WELK, JERRILYNN/FOOD PANTRY LAKE KEGONSA SAILING CLUB/FO GAMOKE, JAMES & KATHLEEN/FO GAMOKE, JAMES & KATHLEEN/FOOD AMERICAN LEGION AUXILIARY - O'DONNELL, MEAGHAN/FOOD PANT WHARTON, ROBERT & PATRICE/FO FRIDLEY, KATHLEEN/FOOD PANT CORDRAY, JAMES & JOAN/FOOD F STOUGHTON LIONESS CLUB/FOOD LAMBOLEY, BARBARA/FOOD PANTF GOOD SHEPHERD BY THE LAKE LU OLSON, DONNA/FOOD PANTRY WOLFE, JENNIFER/FOOD PANTRY JOHN BEUTEL/FOOD PANTRY	UST ACC/FOOD PANTRY UE/FOOD PANTRY OOD PANTRY OOD PANTRY PANTRY PANTRY PANTRY PANTRY  E/FOOD PANTRY  TRY  OD PANTRY OD PANTRY UNIT 59/FOOD PANTRY RY OD PANTRY Y ANTRY Y THERAN /FOOD PANTRY	119740 120069 120070 120184 120387 120389 120390 120803 120804 120805 120806 120807 120808 120809 120810 121029 121030 121031 121032 121033 121034 121035 121036 121037 121038	100.00 200.00 50.00 584.00 50.00 100.00 100.00 154.00 40.00 200.00 100.00 179.00 50.00 100.00 250.00 250.00 250.00 50.00 100.00	Receipt #: 100046138 Receipt #: 100046192 Receipt #: 100046193 Receipt #: 100046270 Receipt #: 100046321 Receipt #: 100046321 Receipt #: 100046324 Receipt #: 100046441 Receipt #: 100046441 Receipt #: 100046443 Receipt #: 100046443 Receipt #: 100046445 Receipt #: 100046446 Receipt #: 100046447 Receipt #: 100046447 Receipt #: 100046491 Receipt #: 100046491 Receipt #: 100046493 Receipt #: 100046493 Receipt #: 100046494 Receipt #: 100046494 Receipt #: 100046496 Receipt #: 100046497 Receipt #: 100046498 Receipt #: 100046498 Receipt #: 100046498 Receipt #: 100046498 Receipt #: 100046499		
48550	DONATION	IS	90,000.00	14,807.13		4,207.00	75,192.87	16.45
Total - De	ept 00000		91,500.00	15,257.68		4,295.01	76,242.32	16.68
Total Reve	enues		91,500.00	15,257.68		4,295.01	76,242.32	16.68
Expenditur Department 50724	55100: 0	COMMUNITY COMMITMENT DD PANTRY EXPENSES						
03/05/2020 03/12/2020		KROGER/FOOD PANTRY EXPENSES KROGER/FOOD PANTRY EXPENSES		120246 120691		Inv #: '001288' Vendor 'Inv #: '001293' Vendor '		
50724	FOOD PAN	ITRY EXPENSES	85,000.00	7,802.14		951.01	77,197.86	9.18
Total - De	ept 55100		85,000.00	7,802.14		951.01	77,197.86	9.18
Total Expe	enditures		85,000.00	7,802.14		951.01	77,197.86	9.18
NET OF REV	ENUES ANI	) EXPENDITURES	6,500.00	7,455.54		3,344.00	(955.54)	

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Approved by State Board of Accounts for the Stoughton City, 2014

# REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Balances as of 04/30/2020

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User: CANDEE DB: Stoughton

Account	Descript	ion	2020 Amended Budget	YEAR-TO-DATE THRU 04/30/20	Mo	TIVITY FOR ONTH ENDED 04/30/2020	Available Balance	% Used
Revenues								
Department 48110		TEREST						
04/30/2020 04/30/2020		TO RECORD WISC DIVIDENDS TO RECORD MONTHLY WISC INTER	REST EARNED	122659 122665		JE# 6395 JE: '0' Ref Num1: '6400		
48110	INTEREST		1 500 00	405 00		35.27	1,014.18	32.39
48550	DO	NATIONS  NELSON, JOAN & THOMAS/FOOD I JOHNSON, RICHARD & KATHY/FOO BERSING, RANDI & STEVEN/FOOI KLUEVER, KENNETH/FOOD PANTRY HOLSINGER, ROBERT & LINDA/FO AMVETS POST 151/FOOD PANTRY MYLREA, JOYCE & BROOKE/FOOD JUDERJAHN, CHARLES & KATHRY MCFADDEN, LOIS/FOOD PANTRY ANONYMOUS/FOOD PANTRY WEBER, BOYD/FOOD PANTRY STAATS, ALAN/FOOD PANTRY HEDSROM, KURT & CYNTHIA/FOOI EVERSOLL, MARY & MICHAEL/FOO DERR, PATRICIA AND DAVID/FOO GAMOKE, JAMES & KATHLEEN/FOOL LIGGETT, JOSEPH & SARAH/FOOI HOPPE, RICHARD & KATHLEEN/FOOL HOPPE, RICHARD & KATHLEEN/FOOL HASBURGH, LAURA/FOOD PANTRY HALL, RICHARD & DOLORES/FOOI HASBURGH, LAURA/FOOD PANTRY BENSON, MARGO/FOOD PANTRY BENSON, MARGO/FOOD PANTRY HUBING, NANCY & CHARLOTTE/FEDGEWOOD COLLEGE STUDENT NUT PETERSON, JAMES & CHRISTINE, KIRLEY, PATTY/FOOD PANTRY HUBING, NANCY & TODD/FOOD PANTRY HUBING, NANCY & TODD/FOOD PANTRY HUBING, NANCY & JOHN/FOOD LAPIDAKIS, JERRY/FOOD PANTRY GAMOKE, JAMES & KATHLEEN/FOO CHRISTENSEN, NORMAN/FOOD PAMADDEN, PAUL & KATHLEEN/FOO CHRISTENSEN, NORMAN/FOOD DAMADDEN, PAUL & KATHRYN/FOOD MIESE, ELIZABETH & DANIEL/FO KLINGENBER, TERRIE/FOOD PANTEKLINGENBER, TERRIE/FOOD PANTEKLINGENBER, TERRIE/FOOD PANTEKLINGENBER, TERRIE/FOOD PANTEKLINGENBER, TERRIE/FOOD PANTRY						
04/14/2020	CR	NELSON, JOAN & THOMAS/FOOD H	PANTRY	121725	10.00	Receipt #: 100046738		
04/14/2020	CR	JOHNSON, RICHARD & KATHY/FOO	DD PANTRY	121726	100.00	Receipt #: 100046739		
04/14/2020	CR	BERSING, RANDI & STEVEN/FOOL	PANTRY	121727	50.00	Receipt #: 100046740		
04/14/2020	CR	KLUEVER, KENNETH/FOOD PANTRY	<u> </u>	121728	200.00	Receipt #: 100046741		
04/14/2020	CR	HOLSINGER, ROBERT & LINDA/FO	OOD PANTRY	121729		Receipt #: 100046742		
04/14/2020	CR	AMVETS POST 151/FOOD PANTRY		121730		Receipt #: 100046743		
04/14/2020	CR	MYLREA, JOYCE & BROOKE/FOOD	PANTRY	121731		Receipt #: 100046744		
04/14/2020	CR	JUDERJAHN, CHARLES & KATHRYN	I/FOOD PANTRY	121732		Receipt #: 100046745		
04/14/2020	CR	MCFADDEN, LOIS/FOOD PANTRY		121733		Receipt #: 100046746		
04/14/2020	CR	ANONYMOUS/FOOD PANTRY		121/34		Receipt #: 100046747		
04/14/2020	CR	WEBER, BOYD/FOOD PANTRY		121735		Receipt #: 100046748		
04/14/2020 04/14/2020	CR	STAATS, ALAN/FOOD PANTRY	DANIEDA	121/36		Receipt #: 100046749		
	CR CR	FUEDOCIT MADY ( MICHAEL / FOO	D DANTEV	121737		Receipt #: 100046750		
04/14/2020 04/14/2020	CR	MITTED COOPT ( DDANNER/FOOT	DANTEV	121730		Receipt #: 100046751 Receipt #: 100046752		
04/14/2020	CR	DERR PATRICIA AND DAVID/FOO	ND DANTRY	121739		Receipt #: 100046753		
04/14/2020	CR	GAMOKE JAMES & KATHLEEN/FOO	ND PANTRY	121749		Receipt #: 100046762		
04/14/2020	CR	LIGGETT, JOSEPH & SARAH/FOOI	PANTRY	121751		Receipt #: 100046764		
04/14/2020	CR	HOPPE, RICHARD & KATHLEEN/FO	OOD PANTRY	121753		Receipt #: 100046766		
04/14/2020	CR	HOLLOWAY, NANCY/FOOD PANTRY		121754		Receipt #: 100046767		
04/14/2020	CR	THOMPSON, INGRID/FOOD PANTRY		121755		Receipt #: 100046768		
04/14/2020	CR	HALL, RICHARD & DOLORES/FOOI	PANTRY	121756		Receipt #: 100046769		
04/14/2020	CR	HASBURGH, LAURA/FOOD PANTRY		121757	100.00	Receipt #: 100046770		
04/14/2020	CR	BENSON, MARGO/FOOD PANTRY		121758	50.00	Receipt #: 100046771		
04/14/2020	CR	FLOWER, INGA/FOOD PANTRY		121759	25.00	Receipt #: 100046772		
04/14/2020	CR	MCFARLAND STATE BANK/FOOD PA	ANTRY	121760		Receipt #: 100046773		
04/14/2020	CR	MULLEN, THOMAS & CHARLOTTE/	FOOD PANTRY	121761		Receipt #: 100046774		
04/14/2020	CR	EDGEWOOD COLLEGE STUDENT NUR	RSES ASS/FOOD PANTRY	121762		Receipt #: 100046775		
04/14/2020	CR	PETERSON, JAMES & CHRISTINE,	FOOD PANTRY	121763		Receipt #: 100046776		
04/14/2020	CR	KIRLEY, PATTY/FOOD PANTRY		121764		Receipt #: 100046777		
04/14/2020	CR	HAGEN, RICHARD/FOOD PANTRY	NAME OF THE PARTY	121/65		Receipt #: 100046778		
04/14/2020	CR	HUBING, NANCY & TODD/FOOD PA	ANTRY	121766	•	Receipt #: 100046779		
04/14/2020	CR	COOK, CHRISTOPHER & SUSAN/FO	DANERY	121/6/		Receipt #: 100046780		
04/14/2020 04/14/2020	CR CR	LADIDARIC TERRY/EOOD DANGER	PANIRI	121760		Receipt #: 100046781		
04/14/2020	CR	CAMOVE TAMES ( VARUITEN/FO	D DYNUDA	121709		Receipt #: 100046782 Receipt #: 100046783		
04/14/2020	CR	CHRISTENSEN NORMAN/FOOD PAN	JUBA JUBA	121770		Receipt #: 100040703		
04/14/2020	CR	MADDEN PAUL & KATHRYN/FOOD	PANTRY	121771		Receipt #: 100046785		
04/14/2020	CR	WIESE, ELIZABETH & DANIEL/FO	OOD PANTRY	121773		Receipt #: 100046786		
04/14/2020	CR	KLINGENBER, TERRIE/FOOD PANT	TRY	121774		Receipt #: 100046787		
04/14/2020		SHELLEY M MOFFATT LIVING TRU		121775		Receipt #: 100046788		
04/14/2020		KNUTSON, DIANE/FOOD PANTRY		121776		Receipt #: 100046789		
04/14/2020		MURPHY, BERNICE/FOOD PANTRY		121777		Receipt #: 100046790		
04/14/2020		MCLELLAN, JODIE/FOOD PANTRY		121778		Receipt #: 100046791		
04/14/2020		HOLLOWAY, GARY/FOOD PANTRY		121779		Receipt #: 100046792		
04/14/2020		ASLESON, RICHARD & JEAN/FOOI	PANTRY	121780		Receipt #: 100046793		
04/14/2020	CR	STOUGHTON ROTARY/FOOD PANTRY		121781	50.00	Receipt #: 100046794		

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REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Page: 2/3
Balances as of 04/30/2020

ACTIVITY FOR

Fund 234 - FOOD PANTRY

YEAR-TO-DATE THRU 04/30/20 2020 Available MONTH ENDED Amended Budget Description 04/30/2020 Balance Revenues

| Repartment 00000: REVENUE | Sevenues | Seve Account Used Revenues Department 00000: REVENUE 04/27/2020 CR BROWN, JW/FOOD PANTRY Approved by State Board of Accounts for the Stoughton City, 2014

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# REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY Balances as of 04/30/2020

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Account	Descrip	tion	2020 Amended Budget	YEAR-TO-DATE THRU 04/30/20	ACTIVITY FOR MONTH ENDED 04/30/2020	Available Balance	% Used
Revenues Department 04/27/2020 04/27/2020 04/27/2020 04/27/2020 04/27/2020 04/27/2020 04/29/2020 04/29/2020 04/29/2020 04/29/2020 04/29/2020 04/29/2020 04/29/2020 04/30/2020 04/30/2020 04/30/2020 04/30/2020 04/30/2020 04/30/2020	CR C	REVENUE  ARMSTRONG, HERBERT / RUTH TRUST LEWIS, SYLVIA/FOOD PANTRY KLECKNER, JEAN & DARYL/FOOD PAN' KELLOGG, JANICE/FOOD PANTRY TUTTLE, PAMELA/FOOD PANTRY KNIGHTS OF COLUMBUS, ST ANNES/F GAMOKE, JAMES & KATHLEEN/FOOD PA JOHNSEN, STEVEN/FOOD PANTRY NOYCE, VIRGINIA/FOOD PANTRY TIEDJE, CHRISTINE/FOOD PANTRY MARTIN, PHILLIP & NANCY/FOOD PAI GARGANO, JOSEPH & CATHERINE/FOOD BEARDMORE, GREG & MARY/FOOD PANTRY WATKINS, MELISSA/FOOD PANTRY WATKINS, MELISSA/FOOD PANTRY WEBER, RON & MONICA/FOOD PANTRY TAYLOR, KIM & MICHAEL/FOOD WALLING, JOSEPH/FOOD PANTRY FELIX, MARK/FOOD PANTRY PICKNEY, STEPHEN & ERICSON, DEBO	TRY  DOD PANTRY ANTRY  NTRY D PANTRY  TRY	122502 122503 122504 122505 122506 122507 122573 122574 122575 122576 122577 122577 122578 122579 122591 122592 122593 122594 122595 122596 122596	25.00 Receipt #: 100046971 500.00 Receipt #: 100046972 10.00 Receipt #: 100046973 200.00 Receipt #: 100046974 25.00 Receipt #: 100046975 6,740.00 Receipt #: 100046976 400.00 Receipt #: 100047004 100.00 Receipt #: 100047005 100.00 Receipt #: 100047006 25.00 Receipt #: 100047007 100.00 Receipt #: 100047007 100.00 Receipt #: 100047007 100.00 Receipt #: 100047009 100.00 Receipt #: 100047010 20.00 Receipt #: 100047019 100.00 Receipt #: 100047019 100.00 Receipt #: 100047020 200.00 Receipt #: 100047021 50.00 Receipt #: 100047022 100.00 Receipt #: 100047023 40.00 Receipt #: 100047023		
48550	DONATIO	NS	90,000.00	55,847.49	41,040.36	34,152.51	62.05
Total - De	pt 00000		91,500.00	56,333.31	41,075.63	35,166.69	61.57
Total Reve	nues		91,500.00	56,333.31	41,075.63	35,166.69	61.57
Expenditur Department 50724	55100:	COMMUNITY COMMITMENT OD PANTRY EXPENSES					
04/02/2020 04/02/2020 04/16/2020 04/16/2020 04/30/2020	AP AP AP	KROGER/FOOD PANTRY EXPENSES KROGER/FOOD PANTRY EXPENSES KROGER/FOOD PANTRY EXPENSES MICHAEL GRIGGS/FOOD PANTRY EXPENSES KROGER/FOOD PANTRY EXPENSES	NSES	121866 121865 121867 121856 122360	440.50 Inv #: '001295' Vendo: 423.13 Inv #: '001306' Vendo: 625.20 Inv #: '001311' Vendo: 45.88 Inv #: '03232020' Vendo: 443.87 Inv #: '001324' Vendo:	r '005720' r '005720' dor '001149'	
50724	FOOD PA	NTRY EXPENSES	85,000.00	9,780.72	1,978.58	75,219.28	11.51
Total - De	pt 55100		85,000.00	9,780.72	1,978.58	75,219.28	11.51
Total Expe	nditures		85,000.00	9,780.72	1,978.58	75,219.28	11.51
NET OF REV	ENUES AN	D EXPENDITURES	6,500.00	46,552.59	39,097.05	(40,052.59)	

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#### REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY

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#### PERIOD ENDING 02/29/2020

YTD BALANCE ACTIVITY FOR AVAILABLE 2020 02/29/2020 MONTH 02/29/2020 BALANCE % BDGT NORMAL (ABNORMAL) INCREASE (DECREASE) GL NUMBER DESCRIPTION AMENDED BUDGET NORMAL (ABNORMAL) USED Fund 234 - FOOD PANTRY Dept 00000 - REVENUE 234-00000-48110 INTEREST 1,500.00 362.54 176.40 1,137.46 24.17 234-00000-48550 90,000.00 10,600.13 3,591.49 79,399.87 DONATIONS 11.78 Total Dept 00000 - REVENUE 91,500.00 10,962.67 3,767.89 80,537.33 11.98 TOTAL REVENUES 91,500.00 10,962.67 3,767.89 80,537.33 11.98 Expenditures Dept 55100 - COMMUNITY COMMITMENT 234-55100-50724 FOOD PANTRY EXPENSES 85,000.00 6,851.13 3,699.19 78,148.87 8.06 Total Dept 55100 - COMMUNITY COMMITMENT 85,000.00 6,851.13 3,699.19 78,148.87 8.06 85,000.00 6,851.13 3,699.19 78,148.87 8.06 TOTAL EXPENDITURES Fund 234 - FOOD PANTRY: TOTAL REVENUES 91,500.00 10,962.67 3,767.89 80,537.33 11.98 TOTAL EXPENDITURES 85,000.00 6,851.13 3,699.19 78,148.87 8.06 6,500.00 4,111.54 68.70 2,388.46 63.25 NET OF REVENUES & EXPENDITURES

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#### REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY

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PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 234 - FOOD PANTRY Revenues Dept 00000 - REVENUE						
234-00000-48110 234-00000-48550	INTEREST DONATIONS	1,500.00 90,000.00	450.55 14,807.13	88.01 4,207.00	1,049.45 75,192.87	30.04 16.45
Total Dept 00000 - REVE	NUE	91,500.00	15,257.68	4,295.01	76,242.32	16.68
TOTAL REVENUES		91,500.00	15,257.68	4,295.01	76,242.32	16.68
Expenditures Dept 55100 - COMMUNITY 234-55100-50724	COMMITMENT FOOD PANTRY EXPENSES	85,000.00	7,802.14	951.01	77,197.86	9.18
Total Dept 55100 - COMM	UNITY COMMITMENT	85,000.00	7,802.14	951.01	77,197.86	9.18
TOTAL EXPENDITURES		85,000.00	7,802.14	951.01	77,197.86	9.18
Fund 234 - FOOD PANTRY: TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EXPEN		91,500.00 85,000.00	15,257.68 7,802.14	4,295.01 951.01	76,242.32 77,197.86	16.68 9.18 114.70
NEI OF KEVENUES & EXPEN	DIIOKES	6,500.00	7,455.54	3,344.00	(955.54)	114./0

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NET OF REVENUES & EXPENDITURES

#### REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY

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(40,052.59)

716.19

## User: CANDEE DB: Stoughton PERIOD ENDING 04/30/2020

YTD BALANCE ACTIVITY FOR AVAILABLE 2020 04/30/2020 MONTH 04/30/2020 BALANCE % BDGT NORMAL (ABNORMAL) INCREASE (DECREASE) GL NUMBER DESCRIPTION AMENDED BUDGET NORMAL (ABNORMAL) USED Fund 234 - FOOD PANTRY Dept 00000 - REVENUE 234-00000-48110 INTEREST 1,500.00 485.82 35.27 1,014.18 32.39 234-00000-48550 90,000.00 55,847.49 41,040.36 34,152.51 62.05 DONATIONS Total Dept 00000 - REVENUE 91,500.00 56,333.31 41,075.63 35,166.69 61.57 91,500.00 56,333.31 41,075.63 35,166.69 61.57 TOTAL REVENUES Expenditures Dept 55100 - COMMUNITY COMMITMENT 234-55100-50724 FOOD PANTRY EXPENSES 85,000.00 9,780.72 1,978.58 75,219.28 11.51 Total Dept 55100 - COMMUNITY COMMITMENT 85,000.00 9,780.72 1,978.58 75,219.28 11.51 85,000.00 9,780.72 1,978.58 75,219.28 11.51 TOTAL EXPENDITURES Fund 234 - FOOD PANTRY: TOTAL REVENUES 91,500.00 56,333.31 41,075.63 35,166.69 61.57 TOTAL EXPENDITURES 85,000.00 9,780.72 1,978.58 75,219.28 11.51

6,500.00

46,552.59

39,097.05