

PEPartnership Board Meeting Minutes January 20, 2021

The meeting was called to order @ 4pm by President Michael Rolfsmeyer. The following were present: Lois Roth, Robin Cherwinka, Kathy Schuett, Sharon Larson, Sue Foldy, Barb Eske, Vicki Enright. CMC and Karen's pantries were without representation.

The agenda as presented was amended by vote to include discussion of distribution of moneys.

Minutes as presented were unanimously approved.

Michael introduced Stephanie Levenhagen from Operation Fresh Start. She reported that the agency serves disconnected persons in the 16-24 y.o group offering assistance with obtaining high school diploma, job readiness skills in primarily the construction and conservation opportunities. Each person has a designated coach/mentor. The mission of PEPartnership was shared and explained. The registration form and supply list will be provided by Michael to Operation Fresh Start so that these young adults can access the pantries with ease, if needed.

Michael presented the opportunity for all to discuss the use of Pepbase 4. The update improves system security and will make this consistent with technology updates. The "override before a print" to accomplish a "change in eligibility status" was discussed extensively and it was agreed we will all work with it while learning. Michael will install the update actively on Monday 1/25/2021.

Michael had planned to have a representative from Focus Counseling present to discuss that agency and pantry collaboration, however, no one from Focus responded to his request. Lois will pursue contact with that agency as she had many contacts in the last year as clients of Focus were served.

The operating budget as presented last month was again discussed and it was approved unanimously that financial distributions would be made after the year end financial closure has been made. Much discussion about if all pantries are eligible for distributions, what constitutes participation as described in the bylaws, and this will be revisited at next meeting. Robin requested of Lois/Michael to hold distribution of her gift to CMC and the new pantry...Karen's. Lois will prepare checks for Michael to sign as Robin is unable to leave her home to do this.

All required administrative reports are now in the Atwood Pantry office retained in a 3-ring binder.

New Business: Michael announced that the Boys and Girls Club of Madison administered by Michael Johnson, has been the recipient of Covid masks and cleaning supplies. He suggests each pantry may apply individually for a portion of these supplies.

The new brochures have been added to the website.

Michael would like a committee to establish a procedure for start-up pantries. No one volunteered at this time.

Everyone is encouraged to seek PEP board candidates to replace Board Member vacancies. Sharon Larson will no longer serve on the Board beginning Spring 2021. Lois Roth's term will expire in the fall of 2021.

The meeting was concluded at 5:45 pm. The **next meeting** will be by **Zoom at 4 pm on April 21, 2021.**

Respectfully, Lois Roth, Recording Secretary