

Pepartnership Board Meeting-3rd quarter

July 21,2021 4pm

Michael called the meeting to order. The following directors were present: Robin Cherwinka, Kathy Schuett, Sue Foldy and Lois Roth. There were no other pantry representatives present.

The agenda was approved.

The minutes from the April 21, 2021 meeting were amended, then approved as follows: paragraph 7....is to read: **The PEP Board “may” decide to distribute year end funds in excess of a balance of \$500 annually: (balance-500), and will distribute that based upon participating pantries consumption for the completed calendar year (report 21). Pantries that do not enter guest data will not be eligible to receive distribution.**

Michael introduced Melody Haug representing St Vincent de Paul of Monroe. That organization is investigating opening an essentials pantry. Discussion about the benefits, procedures and process were offered by members. An invitation to become a pantry as well as to seek assistance from Partnership members was extended. **Michael will forward the appropriate paperwork and the test/training link to Mellody.**

Kathy presented a list of pantry products suggesting that the **eligibility time be changed from every 30 days to every 28 days.** After discussion, this was **approved.** **Michael will make the changes in the data.**

Village Diaper Bank has been used by several pantries. The package size for all diapers was discussed and will remain as is currently....15/pk every 11th day. Adult diapers distribution was not changed. Michael has not yet received an invoice or paid for the Partnership membership in the Village Diaper Bank. He asked that members in communication with Megan forward the request for invoice.

The proposal to move General Fund (Pepartnership) from Monona Bank to UW Credit Union with access to all officers (Pres, Sec & Tres) had vigorous discussion. The Atwood account will no longer be attached to/owned by the Pepartnership account. The Atwood coordinator will have administration status for Atwood and it is recommended that a second signer be named. Sharon Larson needs

to be removed as a signer for both accounts. Michael will establish these changes.

Lois will establish a second signer for the Atwood account.

Michael will establish Paypal administration access/status for the Pepartnership Treasurer, now Robin. The administrator will receive credits at least monthly and notify the recipient pantries.

The Pepartnership Secretary position is vacant after this meeting;s Lois has completed her 4 year term on the Board. Michael has also completed his first year as President.

The remaining agenda was tabled. The next meeting will be Wed October 20th @ 10 AM by Zoom. *All Coordinators are encouraged to seek persons willing to serve as members of the Pepartnership Board for the next meeting.*

Respectfully, Lois Roth Secretary