

PEPartnership, Inc. Board of Directors
Minutes of Meeting on Monday, May 16, 2022 via Zoom

Present: Robin Cherwinka, Kathy Schuett, Lois Roth, Gail Holmes, Graig Brooks, Judy Ring, Michael Rolfsmeyer, Cheri Timpel

The meeting was called to order at 4:00 pm by Robin, who announced that Judy Ring, representing the Catholic Multicultural Center, has agreed to join the Board. The distributed agenda and the minutes of our February 2022 Board Meeting were adopted.

Gail nominated Judy Ring for election as a Board candidate and Cheri seconded that nomination. Concurrence of her election was unanimous.

Oral reports were provided for informational purposes. Graig shared his progress concerning the transition of Treasurer responsibilities. He reported that the requested changes have been made to PayPal and sought clarification concerning the details of the 2021 annual distribution involving Report 21, which summarizes consumption details.

Robin reported that she and Graig now have bank signing authority and that the IRS Form 1090 has been filled as of May 15. She assured the Board that distribution was separate from designated sources and promised Graig that she will teach him how to access the data base remotely.

Robin reminded us that only those pantries, who use EIN are setup on PayPal. Pantries will be contacted regarding the specifics concerning how to qualify for direct donation either by linking with bank accounts or inclusion with other distributions. Finally, the details of PayPal distribution will be codified in financial policy once we've revisited and decided about the associated PayPal fee and the pantry charge back issue.

Robin expected the PEP at St. Vinny's, Monroe representative to join today's meeting. She has not heard from Kristi, so there was nothing to report regarding the trial run with them. Robin reminded us that we're all still feeling our way.

Kathy reported that she was contacted by the Wisconsin Medical Project regarding available incontinence products. Robin agreed to pass the information on to coordinators. Kathy also talked about the Village Diaper Bank and Robin reported on product Good Neighbors received from EPIC.

The data base agenda item discussion resulted in a request from Michael that change requests come to him in writing. A request was made to eliminate the required middle initial field in the data base. Concern was also expressed regarding the reconfiguration of the Household Visit report, PEP 20. The Board was asked to route their issues via email to Robin for a thorough Board discussion before being forwarded onto Michael.

Distributed bylaw changes were discussed at length. Lois made a motion to approve with amendments and Gail offered a second. Motion passed. Meeting was called at 6:00 pm.

Next meetings: June 25, 2022 at 4 pm.
October 24, 2022 at 4:00 pm.

Respectfully Submitted Cheri T