

## Eastern Plains Community Pantry - Summary

May 6<sup>th</sup> 2019

Called to order at 6:02 pm.

Those in attendance: Bob Selle, Joan Lawson, Ken Antons, Barb McFerren, Ed Bridges, Richard Mackay, Sharon Agun, Shorty Lopez, Cheryl Lopez, Tasha Ryan, Peggy Somers and Carolyn Gardner

As Janie Antons has resigned as secretary due to health concerns, and Matt Lee has been asked if he would fill in for the rest of the year and he has agreed. Motion made by Ed and seconded by Shorty to appoint Matt Lee. Motion carried. Carolyn was appointed recording secretary for this evening's meeting.

**Minutes from 4/1/2019** – All was asked if there were any corrections or additions. As there were none, Carolyn moved to accept the minutes with Ed seconding. Motion carried.

**Treasurer's Report**– given by Joan.

- Total income for the month of April was \$5,969.00 which included \$500 from businesses (Ed Glaser Propane), \$469 from individuals with \$79 coming from the donation jar, and the grant from Farmers State Bank for \$5,000 toward the purchase of the vehicle.
- Total Expenses were \$13,436.15 with the largest part being the purchase of the van (\$9,721.20). Other expenses included \$1000 for the community signage board, food purchases of \$690.90, and the usual monthly bills. (electricity, phone bill, supplies, propane, rent, water and sewer)
- Because of the large purchase, there was a negative net loss of \$7,467.15. Ending Balance for April is \$16,219.34. Holiday Giving account has a balance of \$850.65.
- Question about the cost of insurance for the van -- Insurance for the van is \$990.

**Pantry Coordinator's Report** – given by Cheryl

- She shared that 187 families (350 adults, 138 children for a total of 488 individuals) benefited via the commodities program.
- There were 56 Senior Boxes that were picked up.
- 148 families benefited from the Mobile Pantry program. (166 adults, 99 children 134 seniors for a total of 399 individuals)
- 11 volunteers helped at the Mobile Pantry.
- There were 59 families who came for emergency food (119 adults, 85 children, 12 seniors for a total of 216 individuals)
- On Saturday, April 20<sup>th</sup>, we served 10 households for a total of 40 individuals.
- We picked up 4,706 lbs. of food from Walmart
- 72 lbs. was donated from Loaf-N-Jug
- Costco donated 812 lbs. of food
- Boy Scouts food drive brought in 442 lbs. of food
- We received a nice donation of a whole beef including processing from Mike and Debby Hlatki, Steve Zettlemayer and Quarter Circle Processing. Thank you to for this great donation. We will add them to our thank you list of people who have donated to the Pantry.

On April 12<sup>th</sup>, Care-and-Share came for the CSFP (Senior Boxes) annual inspection. A good conversation was had with Monica. Soon, Care-and-Share will have just one person for contact making it a little easier when sending in reports of (TEFAP, CSFP, and Mobile Pantry). There has been a lot of change over taking place at Care-and-Share making it difficult in contacting the correct person. Cheryl has heard that recertification for seniors may only be once a year rather than twice and may go to every two years. They are not sure about that yet.

There will be a Household Programs Conference on Friday, June 7<sup>th</sup> at the Denver PPA Event Center. Cheryl will not be able to go this year. Programs are pretty much the same every year. It used to rotate between Denver and Colorado Springs, but they did not change this year. It is not a requirement for us to be there. If anyone is interested in going, just contact Cheryl for the information.

Carolyn shared that she had applied for a mini-grant for emergency food for the Pantry. That amount is \$200. She will get the check to Joan. It comes from Royal Neighbors organization.

There was an issue concerning a person not receiving their commodities box. As per the recipient, the person designated as the proxy never delivered the box. The person designated as proxy said that the box was delivered. Cheryl was not sure who was telling the truth. It was decided that the person who was proxy would no longer be allowed to be the proxy for that person. Cheryl will be checking with the people affected to let them know that they will need to come in to get their box or make other arrangements. The individual that was assigned as their proxy has since left and is no longer a volunteer at the Pantry. If the client complains then the person who was the proxy should be pulled to be fair.

#### **Volunteer Coordinator's Report** – given by Richard

There were 37 active volunteers for a total of 771.5 hours for the month with 2 new volunteers within the past week. This brings us up to 3,343.5 hours for the year. There will be a volunteer training on Thursday, May 16<sup>th</sup> at 2:00 pm. Cheryl and Richard will be leading the training.

#### **Clothing and Small Household Items Coordinator's Report** – given by Barb

There was 141 lbs. of non- food received with 141.5 hours of donated time logged. No progress on the ARC. Sharon Agun will help Barb make contact with ARC. Please remove winter coats from the wish list.

#### **Public Relations Report**– given by Carolyn

- The website logged 93 front page visits, 44 visits to the "Pantry Hours" page and 38 visits to the mobile pantry area. Facebook has 248 likes.
- A big thank you to Judi Tobias for sending a picture of the new van and pictures from the Loyalty Day Parade. Those pictures have been added to the webpage and added as a post on our Facebook area.
- May is National Barbecue Month, National Egg Month, Teacher Appreciation Month, Melanoma Skin Cancer Awareness Month, and National Military Appreciation Month.
- This month's recipes include Spicy Apricot Wings, Honey Garlic Pork Chops, Eggs on the Grill and Scrambled Egg Muffins
- Memorial Day is May 27<sup>th</sup>.

#### **Calhan Summer Fest Pig Roast** – given by Shorty

Summer Fest is scheduled for July 12<sup>th</sup>. EPCP will have the same spot as we had last year. Sharon will be contacting a person about donating a pig. There has not been a meeting with the town as yet. It was shared with the Summer Fest Committee at the last meeting that all the food vendors will be in the same area. Shorty asked, "Do we want to still offer the same meal; pulled pork sandwich, potato salad, beans, brownies – plain and nuts, and drink for the same price of \$9.00?" Consensus was to keep the same price. Often times, people will just donate the dollar that would have been their change to the Pantry. Tasha offered a suggestion to add a donation jar so that we can more accurately keep track of how donations were received. All were in agreement.

**Loyalty Day Parade** – Parade was a great success and a fun-time. EPCP had two decorated vehicles in the parade. Shorty's pickup and the EPCP van – Thank you to all who helped with this project.

**Purchased Van** – Ed and Bob traveled to the Springs to look for a specific van dealership. As they were in the Chapel Hills area, they saw Mike Maroone in Chapel Hills and there were 3 vans in the lot. After taking a test drive, a 2008 E-350 Super Duty van was purchased. The Board had set \$10,000 as the limit and the purchase price was under that. Once it was back at the Pantry, Ed and Bob pulled out the seats. Ed figured that we are getting around 13 miles to the gallon of gas.

Signage for the van will include those who donated toward the purchase. There will be signage on both sides for the van with those who donated toward this project; which are Farmers State Bank, Renaissance Charitable Fund, Walmart, and the Used Cars Dealers of Colorado Charity Fund. Ed will talk with Steve Wroblewski to find out possible cost for painting – Tasha who works with vinyl on glass will also check on price. There was discussion about each possibility.

There was also discussion about having a credit card for purchasing of gas. If the driver does not have an EPCP credit card, they can purchase gas and submit a receipt for reimbursement. A travel log book has been created and will be placed in the van. Please fill out when driving the van.

**Client Survey**–The surveys turned in so far have been very positive. There were no bad reports. There were some really nice comments. Bob would like a tally sheet so that he can add that information to grant applications. Around 30 surveys have been turned in. It was decided to keep survey running for a while longer.

**King Sooper Community Rewards Program**– Bob Selle shared about the program and how the Pantry will earn a % rebate when people shop at King Soopers. Consensus was to get signed up for that as all money is a helpful. This information will be posted on the website and Facebook.

#### **Fundraisers - given by Bob**

- Pig Roast Meal at Summer Fest
- Colorado Springs Health Foundation Grant – The Pantry was awarded this grant of \$10,000. We can spend it however we wish. Check has already come in. That will be in the May treasurer's report.
- Used Car Dealers of Colorado Charity Fund - The Pantry will be receiving a grant of \$2,000. Bob will be picking that check up.
- ELCA Domestic Hunger Grant – Bob has begun working on this application.
- Mt. View Electric Grant – Bob will be working on this grant as well.

A big thank you goes to Bob Selle who works so diligently in applying and getting grants for the Pantry.

**Facility Projects**–Bob is working with Duane Jagodzinske on the alarm system for walk-in freezer. Bob has not heard back from Albert Kobilan about the possible parking lot repair/resurfacing. Matt has worked on the east door lock and it seems to be working for now.

**Wish List** – Storage Shed– Bob Selle talked with Phil Garlick again and shared that we wouldn't need shelving. Ken shared that Home Depot was selling their demo sheds for a lower cost than they once were. Several thought it would better to help out a local person and if there might be an issue, Phillip would come and fix it. After some discussion, there was a motion for Phil Garlick to build this storage shed for \$3,000. Motion was made by Ed and seconded by Sharon. Motioned carried.

Seats from the van – Try to sell on Craig's List or Facebook. Shorty will post for the Pantry. If they are not sold by June 1<sup>st</sup>, then we will take them to Town Clean-Up Day.

#### **Other Items –**

- There is a May 8<sup>th</sup> meeting on Wednesday at Care-and-Share from noon to 1:00 pm to see if we could possibly take more food to help our clients/neighbors. Ed and Tasha have volunteered to go to this meeting.
- Mountains Springs Church Greenhouse is down for maintenance and has not indicated when they will be back to providing lettuce.
- Pantry Copier – Contract from Axis for the printer has increased. The salesman shared with Cheryl that parts for that copier are no longer available. Contract is saying \$598.95 with a usage fee of \$135.92 for a total of \$734.87. Cheryl was quoted \$550. A quote for a newer copier was quite high and something we really can't afford. There was a suggestion to just use without the maintenance contract and once it quits, we will look at a different option. Cheryl will again call them and find out the exact cost and what is going on and get back with Joan. Ed suggested we might contact the military to see if they might have a network printer. Carolyn will also be checking with Community Computer Connections to see if they might be able to find a printer for us. Bob thought if they can keep the contract the same, \$550, then that would be something we could afford. Contract would include toner.
- Sharon Agun will be going to Calvary United Methodist Church as they will be doing their free-will offering Sunday, August 25<sup>th</sup> for our pantry.
- There were 4 returned thank you letters. Addresses were not current. They will be hand delivered by board members.

Meeting adjourned – 7:30 pm.

Respectfully submitted,

Carolyn Gardner

President, Bob Selle \_\_\_\_\_

Recording Secretary, Carolyn Gardner \_\_\_\_\_