

Minutes of Meeting of
Community Soup Kitchen Advisory Board
of August 7, 1978

Present: Diane Welborn, Meg Sewell, Joanne Whitcomb, Glenna Barkan,
David Boulton, (Phil Grigsby)

Matters Discussed:

1. Glenna Barkan presented the Treasurer's Report for the month of July.
2. The Office of Urban Affairs of the Archdiocese of Hartford has conducted a "foundation scan" for the Community Soup Kitchen, which resulted in a list of foundation grants for which our organization is eligible to apply.
3. The growing need for more freezer space was discussed. Suggestions included borrowing freezer space from nearby churches, and buying a second-hand refrigerator to put at Christ Church if space allows.
4. Diane Welborn reported that to be eligible for government surplus food, we must be serving five days a week. Also we must either have tax-exempt status, or have an existing non-profit organization sign for us.
5. The Community Soup Kitchen has joined the Edge-of-the-Woods Food Coop, which sells many staple foods at a substantial discount.
6. Starting on Thursday, August 10, the Soup Kitchen will be serving three days a week (Tuesday, Thursday, and Saturday).
7. Meg Sewell, part-time employee, will be leaving New Haven at the end of August. Another part-time worker will be sought to work 10-15 hours/week, probably starting in September. This may be someone who is currently a Soup Kitchen volunteer or participant. Another suggestion was that the position could be a field placement for a Divinity student, who might qualify for Work-Study funds.
8. It was agreed that the letter which is to be sent out to all area churches should be held until September since many clergy take their vacations in August. Also, Diane noted that during August there will not be anyone available at Dwight Hall to take telephone messages if prospective volunteers or donors should call in response to the letter.
9. The next meeting of the Advisory Board will be Monday, September 11 at 12:00 in Christ Church Parish Hall (84 Broadway). Members of the Board are urged to try to attend this meeting, as officers will be elected. Bring a sandwich--coffee and tea are provided.

Respectfully submitted,

Meg Sewell
Meg Sewell

COMMUNITY SOUP KITCHEN
Treasurer's Report
July, 1978

BALANCE ON HAND, JULY 3, 1978	\$247.54
RECEIPTS THROUGH JULY 31, 1978	705.50
EXPENDITURES THROUGH JULY 31, 1978	380.71
BALANCE ON HAND JULY 31, 1978	572.33--

OM
INCOME

DATE	ITEM	AMOUNT
July 3	Balance on Hand	\$247.54
July 7	Hunger Walk	500.00
July 13	Grace Covenant Church	15.00
July 13	Assumption Church Confirmatin Class	78.00
July 21	Joseph Bowman	25.00
July 21	William Parrington	87.50
(TOTAL INCOME IN JLY \$705.50)		\$953.04

EXPENSES

July 3	Margaret G. Sewell (6/19-7/1)	\$100.00
July 3	Diane Welborn (groceries)	65.71
July 3	Diane Welborn (groceries)	15.00
July 8	Margaret G. Sewell (7/3-7/8)	50.00
July 15	Margaret G. Sewell (7/10-7/15)	50.00
July 22	Margaret G. Sewell (7/17-7/22)	50.00
July 29	Margaret G. Sewell (7/24/7/29)	50.00
		\$380.71

Minutes of Meeting of
Community Soup Kitchen Advisory Board
of July 3, 1978

Present: Diane Welborn, Joanne Whitcomb, Glenna Barkan, Harriette Malone, Meg Sewell, Kermit Smith

Matters discussed:

1. Diane Welborn (VISTA worker) and Glenna Barkan (Treasurer) reported that the Community Soup Kitchen has received a check for \$500 from the Hunger Walk Committee.
2. It was reported that the prospects for moving to Christ Church look good, and definite notification from the vestry is expected later in the week. The alternative site for the summer would be St. Mary's Church. In either case, the last serving date at the Salvation Army will be Saturday, July 8.
3. Meg Sewell began work June 19 as a part-time staff person at the Soup Kitchen for the summer months.
4. Diane Welborn reported that she is beginning the paper work necessary to get tax-exempt status for the Community Soup Kitchen. Once tax-exempt status is granted, it is 9 months retroactive.
5. She also informed the Board of what she has learned about the Dawson Bread Fund. The fund, which has been unused for many years but apparently still exists, was set up in New Haven during the Depression to fund bread lines, and is administered jointly by the rectors of Center Church and Trinity Church on the Green, and by the mayor of New Haven. This will be further investigated as a possible funding source for the Soup Kitchen.
6. It was agreed that as soon as the Soup Kitchen is settled in its new location, a letter describing the Community Soup Kitchen and asking for volunteers, food donations, and referrals will be sent out to all area churches.
7. The next meeting of the Advisory Board will be Monday, August 7 at 12:00 noon, in the Parish House of Christ Church (84 Broadway).

Respectfully submitted,

Meg Sewell
Meg Sewell

Addendum 7/11/78:

The vestry of Christ Church voted to approve our request to operate the Soup Kitchen at the church, with the possibility of remaining there after this trial period if this suits all parties involved. We served our first meal at Christ Church on Tuesday, July 11.

Minutes of Meeting of
Community Soup Kitchen Advisory Board

June 12, 1978

Present: Diane Welborn (VISTA volunteer), Henry Freeman (Dwight Hall), Joanne Whitcomb (DCM), Glenna Barkan (DCM), Meg Sewell (Community Soup Kitchen), and Irene Robbins (for Brgd. Roby, Salvation Army)

Business discussed:

1. Glenna Barkan agreed to serve as Treasurer for the Community Soup Kitchen. The Soup Kitchen's checkbook was turned over to her by Diane Welborn, and it was agreed that the Treasurer and the VISTA volunteer would be authorized to sign checks. Also, Meg Sewell agreed to serve as Secretary for Advisory Board meetings.
2. It was agreed that the Advisory Board will meet on the first Monday of each month at 12:00 noon. The next meeting will be at noon on Monday, July 3, at the Salvation Army building at 679 Chapel St.
3. Henry Freeman reported that the Hunger Walk Dispersement Committee would be meeting this week to determine, among other things, how much money to allot to the Community Soup Kitchen.
4. The main item of business on the agenda was discussion of a new location for the Soup Kitchen, since the Salvation Army building will not be available after mid-July. The most promising site under consideration is the parish house of Christ Church, at 84 Broadway. Diane Welborn and Meg Sewell have been speaking with the minister and vestry about this possibility, and will continue to do so. Diane Welborn reported that many members of the parish are interested in having the Community Soup Kitchen use the church's facilities until the end of the summer, at which time the relationship would be reevaluated. Vestry members have expressed some concern that a) the Soup Kitchen take full responsibility for clean-up, and b) that Christ Church's minister not be drawn into time-consuming counseling with users of the Soup Kitchen.
It was suggested Brigadier Roby of the Salvation Army could send a letter of reference to the vestry concerning the Soup Kitchen's responsible use of their facilities, that the vestry should be assured that the Soup Kitchen is developing referral sources in the community and also has a number of Divinity students among the volunteers, so that the minister need not be personally involved in counseling.
5. A copy of the recent front-page article on the Soup Kitchen in the Journal-Courier was circulated to those present.

Respectfully submitted,
Meg Sewell

Working Proposals from Soup Kitchen Meeting

April 18, 1978

Present: Meg Sewell, LaRee Delahunt, Diane Welborn, Chard diNiord

1. VISTA worker to begin between May 15 and May 30 instead of July 1 due to Work/Study position ending May 12. Funding for this extra time could come from existing funds or possibly Dwight Hall.
2. One part-time position (20 hours/week) is proposed. This position would exist from June 1 to August 31 and the salary would be \$50.00/week. The need for this position will be re-evaluated in August. As the VISTA worker is sponsored by Dwight Hall it is proposed that the part-time position be filled by someone in the community.

The duties would include:

1. Supervision of meal preparation and table setting; inventory of food supplies.
2. Menu planning.
3. Cooperate with VISTA worker in making referrals.
4. Time schedules of volunteers.
5. Representative to proposed Community Newspaper.

News Items:

Larry and Diane Welborn spoke at the Presbyterian Church on Whitney Avenue on Sunday, April 16. They will return Sunday, April 23, to pick up the food donations. One volunteer (Geoffry Thomson) joined us, and response from the congregation was very enthusiastic.

Chard diNiord and Diane Welborn will be speaking to the United Churchwomen on Thursday, April 27 at the Hamden Plains Methodist Church.

Total in the bank: \$650.00. There will also be \$200 coming from the Hunger Walk.