

Proposed Organizational Structure for Community Soup Kitchen (4/10/78)

ADVISORY BOARD

Membership: Representatives of community organizations (DCM, Dwight Hall, Wider City Parish, CCM, Salvation Army, & other interested groups such as churches, alcohol centers, etc.) and representatives of Soup Kitchen Committee.

Functions:

- Serve as liaison between Soup Kitchen and community organizations
- Advise on matters of policy and budget
- Approve hiring where relevant due to funding source
- Member organizations may contribute to Soup Kitchen newspaper
- Aid in publicity & fundraising
- Provide professional advice when relevant

COMMUNITY SOUP KITCHEN

(NON-PROFIT ORGANIZATION)

Function: Direct services

- meals
- Referrals
- Training volunteers
- Other ongoing activities (newspaper, vegetable garden, grocery pick-ups, etc.)

SOUP KITCHEN COMMITTEE

Membership: Volunteer and paid workers, and users of Soup Kitchen services.

Functions:

- Elect representatives to Advisory Board
- Make basic decisions about Soup Kitchen operations (including budget, hiring, hours, etc.)
- Make periodic reports to members and Advisory Board about new procedures and use of funds
- Approve by-laws for Soup Kitchen
- Encourage sense of involvement and community among all constituents.