



## Agency Spotlight

On March 15th, thanks to the generosity of Associated Grocers of New England, we were able to collect enough food from their Spring AG Food Show for 14,984 meals. It is like Christmas here at the Food Bank twice a year when we receive these high quality donations of non-perishables, dairy, deli, produce, etc. This food is put on the shopping floor for agencies to access, sent on our trucks for delivery agencies, and sorted and put on the shopping list. In addition, our Culinary Kitchen utilizes some of the fresh donations to prepare meals for afterschool programs and group homes. We would also like to give a big thank you to the **South Meadow School FP** volunteers who come out to help us collect the food donations. We couldn't do it without you!



700 EAST INDUSTRIAL PARK DRIVE  
MANCHESTER, NH 03109

# What's Cookin'

April 2016

Current Resident or

NONPROFIT ORG  
US POSTAGE  
PAID  
MANCHESTER, NH  
PERMIT NO. 37



## Safe Food Handling

All Agencies are **required** to have at least one representative attend a Safe Food Handling Class. Your Program Director/Coordinator must submit a written request, with the names of attendees to:

[myackelshappy@nhfoodbank.org](mailto:myackelshappy@nhfoodbank.org)

## Upcoming Classes

Wednesday, April 20th @ 10 AM

Wednesday, May 18th @ 10 AM

*Please arrive 10 minutes early.*

## WELCOME New Agencies

**Manchester Church of God  
Meals Program**  
Manchester, NH

**End 68 Hours of Hunger—Milford**  
Milford, NH

NHFOODBANK.ORG | 603-669-9725

## New Shopper Orientation

Your Program Director/Coordinator must submit in writing, the names of any shoppers to be added or removed for your agency to:

[myackelshappy@nhfoodbank.org](mailto:myackelshappy@nhfoodbank.org)

**Sign up early, spots fill up quickly!**

## Upcoming Classes

Thursday, April 14th @ 10 AM

Wednesday, May 18th @ 1 PM

*Please arrive 10 minutes early.*

April 2016

## Food Bank Closings

Thursday, May 5th—Feast of Ascension

Monday, May 30th—Memorial Day

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## Quotable

“What we do for ourselves dies with us.  
What we do for others and the world  
remains, and is immortal.”

—Albert Pine

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## Warm Weather Warning

This is a reminder to all shoppers that open-toed footwear is **not allowed** in the warehouse, which includes the shopping floor.

As the weather gets warmer, we know everyone gets excited to break out the spring/summer attire. While you are thinking about it, take a moment to throw a pair of closed-toed shoes in your car!

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## A note from Agency Relations

Spring is here! It feels nice to breathe the fresh air when the dock doors in the warehouse are open. When you come to the Food Bank, please come in and visit!

Just a few reminders...

- ◇ QSRs are due by April 29th. They are included in this bulletin and are also available in the bulletin email and on our website.
- ◇ Renewal Agreements were due March 1st. Agencies that have not turned it in as of March 31st were put on hold. If you are having trouble logging in to Agency Express, please call Mysty to see if you might be on hold for a missing renewal agreement.

Connie, Rick and Mystyna

## Food Pantry Software Drop-In Assistance

Joel Droznick has generously offered to come to the NH Food Bank two Fridays a month starting at 9AM, throughout the summer, to help agencies one-on-one with both the original Food Pantry Software and the Bare Bones Software.

**When:** June 3rd & 17th

July 8th & 22nd

August 5th & 19th

**Where:** NH Food Bank, 700 East Industrial Park Drive, Manchester NH

**Please contact Joel directly to reserve an appointment at [droznh@aol.com](mailto:droznh@aol.com).**

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## Ask Agency Relations

**Q.** When I come to shop the floor at the NH Food Bank, how should I separate my items before I checkout?

**A.** Before heading to the scale to check out, product must be separated by category to ensure you are not overcharged on maintenance fees and that our stock is correctly inventoried. The categories are:

- ◇ Free Salvage—Drinks and Pet Food
- ◇ Other Salvage—Any other salvage items (\$.18 per lb)
- ◇ Bread and Pastries—Free
- ◇ Produce—Free
- ◇ Dairy—Free

If you have any questions regarding the procedures, please contact Mysty at 669-9725 x240.

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## Unsubmitted Carts

With a new quarter, we have another reminder about unsubmitted carts. This is still proving an issue on a regular basis.

If you are having an issue submitting your cart, please call Mysty at x 240 and she will assist you. If it is after hours or on the weekend, **please clear your cart**, and leave Mysty a voicemail, which she will return as soon as she is back in the office.

**Please do not log off or exit the Agency Express window without submitting your cart.** This clogs our system, with over 400 agencies ordering throughout the month.