



Agency Spotlight

The spotlight this month goes to the volunteers at all our agencies! All of these programs would not exist without the consistent and dedicated support of their volunteers. Our agencies are always so grateful for the food and support they get from the Food Bank, but we are the ones who are amazed at the commitment and love that you all show for your clients daily. Thank you for all that you have done, and all that you will do in the coming new year!



700 EAST INDUSTRIAL PARK DRIVE
MANCHESTER, NH 03109

What's Cookin'

January 2017

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

Upcoming Classes

Thursday, January 12th @ 10 AM

Wednesday, February 8th @ 10AM

Please arrive 10 minutes early.

WELCOME New Agencies

Mill Falls Charter School FP
Manchester, NH

Nashua High School—North FP
Nashua, NH

Saints Mary & Joseph Parish FP
Salem, 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

Sign up early, spots fill up quickly!

Upcoming Classes

Thursday, January 12th @ 1 PM

Friday, February 24th @ 10 AM

Please arrive 10 minutes early.

January 2017

Food Bank Closings

Monday, January 16th—Martin Luther King Day
Monday, February 20th—Presidents' Day

Quotable

"Your success and happiness lies in you. Resolve to keep happy, and your joy and you shall form an invincible host against difficulties."

-Helen Keller

Fresh Rescue Reminder and Tip

A reminder to any agencies that order salvage meat on Agency Express or pick up meat directly from partner donors: All Fresh Rescue meat must have the barcode marked in black before it is distributed to clients.

A tip that came to us from one of our enabled agencies: **Use a black fabric marker. They don't smear and spread like a Sharpie marker.**

Berlin Delivery Agencies

The February delivery to Berlin will be on **Tuesday, January 31st**. Please plan accordingly and make sure your order is submitted by Friday, January 27th before 1PM.

A note from Agency Relations

A Happy New Year from all of us at the NH Food Bank!

Please note that 4th Quarter QSRs are due by January 31st. A copy of the new QSR form is included with this bulletin.

With a new year comes a fresh start! If you are interested in a more organized and efficient way to track your pantry client information, please contact Joel Droznick for information regarding his **free food pantry software**. You can contact him at droznh@aol.com.

Connie, Rick and Mystyna

Safe Food Handling Series: Dry Food Storage

We thought we'd start the new year with a feature series on Safe Food Handling. It is a Feeding America requirement that every agency have at least one shopper attend the two hour course, but we could all use a refresher every so often. Each month we will cover a different aspect of Safe Food Handling. As always, if you have any questions about anything covered in this series, or any part of the bulletin, please contact Mysty at 669-9725 x240.

This month we are going to focus on Dry Food Storage, as every one of our agencies has some sort of dry food storage in their facility.

1. Wash your hands each day before you begin work, with warm water and soap, drying them on a disposable towel.
2. Don't accept, stock or shelve damaged or unsafe canned goods. (If you need a poster to hang up showing which dents are acceptable and which are unsafe, please contact Agency Relations.)
3. Keep your dry food storage areas clean. (This includes **regularly** sweeping, mopping, emptying trash, and wiping down shelving.)
4. Store all dry foods off the floor and 2" from the wall.
5. Store food and non-food items on separate shelves. Cleaning supplies, laundry detergent, etc. must be on the bottom of shelving units to avoid cross contamination in case of leakage.
6. Organize your food using the 'First In, First Out' (FIFO) method of distribution. This simply means to rotate your stock to assure that the items that have been on the shelves the longest are the first to be distributed. Add new items to the back.
7. Keep non-canned foods (flour, rice, etc. that are in impermeable packaging) in rodent proof bins such as clean plastic containers with light lids. Do not overstock this type of food since weevil infestation may occur after prolonged storage periods.

Ask Agency Relations

Q. Why can't I choose an appointment date two weeks out on Agency Express?

A. Our order system allows for an ordering window of **9 calendar days to 2 business days** out from an appointment date. This is why all of the dates that are more than nine days out appear as unavailable. Please make sure that you are keeping this in mind when figuring out when to order, especially if you are ordering for delivery. If you have any questions please contact Mysty at 669-9725 x240.

Fresh Rescue Reporting

A brief reminder to our Fresh Rescue Enabled agencies:

- Monthly Fresh Rescue reports are due by the 10th of the following month.
- Reports are to be filled out as a log, with estimated pounds for each pickup. Please do not just put a total for the entire month.
- Please total your pickups at the end of the month. This saves time for our staff.
- Please use updated forms. If you do not feel you have an updated form, please contact Mysty at myackelshappy@nhfoodbank.org to request one.

If you have any questions about reporting, please contact Mysty at 669-9725 x240.