



EAST MOUNTAIN FOOD PANTRY, INC.

1342 NM 333 • Suite B • Tijeras • NM • 87059-7351

www.EastMountainFoodPantry.org


WAIVER OF NOTICE OF EXECUTIVE SESSION MEETING OF DIRECTORS AND OFFICERS OF EAST MOUNTAIN FOOD PANTRY, INC.

We, the undersigned, being the Directors and Officers of East Mountain Food Pantry, Inc. do hereby consent to the holding of an Executive Session Meeting, held at 1342 NM 333, Suite D, Tijeras, NM 87059, on October 31, 2024 at 12:00 pm, and do hereby waive all requirements as to notice of time, place, and purpose of this meeting, and consent to the transaction of any business at said meeting.

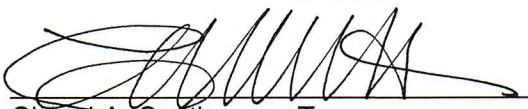
DATED: October 31, 2024.



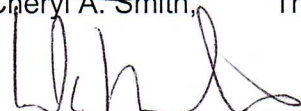
Cindy A. Hunt, Director



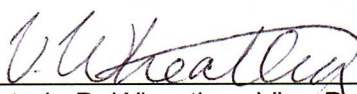
Amy G. Rome, President & Director



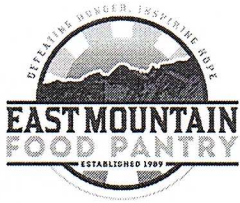
Cheryl A. Smith, Treasurer



David M. Smith, Secretary, Chief Financial Officer & Director



Victoria D. Wheatley, Vice-President & Director



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**MINUTES
OF
EXECUTIVE SESSION MEETING
OF
DIRECTORS AND OFFICERS
OF
EAST MOUNTAIN FOOD PANTRY, INC.
HELD ON
THURSDAY, OCTOBER 31, 2024 AT 12:00 pm**

An Executive Session Meeting held by the Directors and Officers of East Mountain Food Pantry, Inc. was held at 1342 NM 333, Suite D, Tijeras, NM 87059 on October 31, 2024 at 12:00 pm.

Participants:

Amy Rome, President & Director
Cheryl Smith, Treasurer
David Smith, Secretary, Chief Financial Officer & Director
Vicki Wheatley, Vice-President & Director

Absent:

Cindy Hunt, Director

The Secretary prepared a Waiver of Notice and consent to the holding of the meeting signed by each Director and Officer. On motion duly made, seconded and unanimously carried, it was ordered that this Waiver of Notice and consent be filed with the minutes of this meeting.

ACTION ITEM #1:

WHEREAS the Corporation has authorized the Officers to purchase grocery only gift cards from Walmart to provide to clients beginning November 1, 2024 and continuing while supplies last or until November 30, 2024, whichever comes first;

WHEREAS the Corporation has so far has authorized and purchased \$9,000 of gift cards, representing a total of 600 cards at fifteen dollars (\$15) each;

THEREFORE, upon motion duly made, seconded and unanimously carried it was;

RESOLVE, that if additional donations are received towards buying Thanksgiving gift cards AND if additional cards are needed for clients before November 30, 2024, then the Officers of the Corporation are hereby authorized to purchase additional gift cards up to the amount of donations received;

FURTHER RESOLVE, if any gift cards remain after November 30, 2024, they will be used by the Corporation to purchase additional food, which will be added to the normal food inventory; and

FURTHER RESOLVE, that if any funds remain after purchasing the needed gift cards that these funds will be used in the normal course of Corporation business.

ACTION ITEM #2:

WHEREAS, recognizing that the Corporation has a significant number of clients that speak only English or Spanish;

THEREFORE, upon motion duly made, seconded and unanimously carried it was;

RESOLVED, that effective immediately all notices and handouts distributed or provided to clients will be produced and provided in both English and Spanish; and

FURTHER RESOLVE, that the Pantry Manager is instructed to have a volunteer fluent in both English and Spanish help with these translations and that no notices or other handouts will be provided or given out to any clients until they are available in both English and Spanish.

ACTION ITEM #3:

WHEREAS, Canyon Bible Church ("CBC") is leasing Suite DE from the Corporation through December 31, 2025 ("Lease");

WHEREAS, CBC is considering transferring the lease to Desert Light Christian Church ("DLCC") effective December 1, 2024;

WHEREAS an addendum to transfer the lease from CBC to DLCC has been provided to the Corporation to consider;

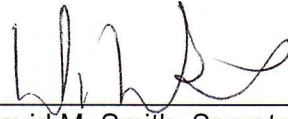
WHEREAS the terms of the Lease are substantially unchanged except for the change in responsible party;

THEREFORE, upon motion duly made, seconded and unanimously carried it was;

RESOLVED that the Lease addendum presented in Appendix A, is acceptable to the Corporation, subject to possible minor changes needed by the parties; and

FURTHER RESOLVE that the President of the Corporation is authorized to approve any minor changes to the addendum and that both the President and Secretary of the Corporation are authorized to sign the final document on behalf of the Corporation.

There being no further business to come before the Meeting, upon motion duly made, seconded and unanimously carried, the Meeting was duly adjourned.



David M. Smith, Secretary

ATTEST:



Amy G. Rome, President