



# Agency Newsletter

February 2019



## Letter From the Director's Desk:

In this part of the country, it is so important to know that all plans are subject to the whim of Mother Nature! Meaning, of course, that weather challenges can change all plans and schedules. If you have a pick up or delivery scheduled, but the weather is questionable, please be sure to check with us first. If we are closed, we change the message you will hear when you call the office, as well as posting on Facebook and having our status listed with the local television stations.

Also, a little housekeeping for life at the Food Bank, but very important notes for the safety of all: when you come to our building, if you need to go out to the warehouse, please check in at the office before you go out on the floor. You will be asked to sign in, and then you need to return to the office and sign out when you leave. And please always be alert and aware of all the activities around you! We have staff using a forklift and pallet jacks and for your sake and ours, we ask everyone to exercise caution. Also, please do not wander the warehouse—but of course you are welcome to shop off the shelf. Also note that the lift, where product is brought out from the warehouse to be loaded into your vehicle, is for staff only. Thank you for your help in keeping everyone safe!

We wanted to share an advanced notice of our annual Agency Conference, which will be held this spring. Details will be coming soon. The conference is important and helpful for all, whether you are brand new to working with the Food Bank or an experienced veteran. Plan for lunch, to bring your notebook!



## Featured Product

*Green Chimichurri Sauce (6/11oz)*

*Product Reference: 3004*

*Shared Maintenance: \$1.26*

*Each case contains 6, 11 ounce jars of Green Chimichurri Sauce. Chimichurri is a sauce used for grilled meat. It is a sauce which originated in Argentina and Uruguay. It is made of finely chopped parsley, minced garlic, olive oil, oregano, and vinegar, with the parsley and garlic being a dominant flavor. Check out [www.allrecipes.com/](http://www.allrecipes.com/) for recipe ideas.*

## Presidents' Day!

The Food Bank of Siouxland will be closed on Monday, February 18, to observe Presidents' Day. No orders can be picked up or delivered that Monday. The office and warehouse will open again on Tuesday, February 19.

## News and Notes

Looking to pay your Food Bank Statement? Please log into Primarius for your invoice, and/or waiting for your mailed statements before you pay. This especially important if your agency receives a delivery because the delivery fee will not be added until the end of the month. Additionally, there are times when your agency is shorted on certain products, which will reduce your statement fees. If you have any questions, please contact Jennie or Jake.

**PLEASE INCLUDE: agency name and number on all correspondence!**

**EMAIL:** Jennie at [operations@siouxlandfoodbank.org](mailto:operations@siouxlandfoodbank.org) or

Jake at [jacob@siouxlandfoodbank.org](mailto:jacob@siouxlandfoodbank.org)

**Office hours** are 8:00 a.m. until 4:30 p.m.

**Warehouse hours** are 9:00 a.m. until 4:00 p.m. Agencies may pick up orders or shop our "Off the Shelf" section during warehouse hours only; with an off the shelf 100 pound limit. Produce is unlimited, ask for some today!



**\*\*Please share this newsletter with the person or people who order from the Food Bank. Thank You!\*\***