



BOARD OF SUPERVISORS County of Dane

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November 12, 2019

MEMORANDUM

TO: Personnel and Finance Committee
Meg Krohn, Deputy Controller

FROM: Karin Peterson Thurlow
Chief of Staff

SUBJECT: Purchase of Food

The Dane County Board Office will hold a training for the supervisors on December 18th. Members of the County Board have been invited to this evening session and we would like to provide a light meal and beverages.

By way of this memo, I am requesting approval of an exception to Chapter 20 to allow the provision of food within Dane County to county officials and staff in connection with this training. I estimate the Board Office will spend approximately \$500 for this event.

Please let me know if you need additional information.