

Skookum Food Provisioners' Cooperative

Board meeting minutes - Tuesday June 28, 2016

Present: Jillian Amatt, Jessica Fischer, Alane Wilson (recorder), Ioni Wais, Dan Glover (chair)

Absent: Barbara Trottier, Debbie Joslin

1. Opening Business:

1.1 Board member sign in – the meeting started @6:50pm after an excellent potluck dinner

1.2 Agenda – D. Glover added Just For the Health of It Fair (Item 7.6)

1.3 Minutes of May 17 board meeting – reviewed and accepted (JA/IW)

2. Correspondence – none submitted. J. Amatt noted she received a snail mail survey on Wholesale and Retail Coops, from Innovation, Science & Economic Development which will be filled out and returned.

3. Treasurer's report – J. Amatt reported the following financials:

\$6113.91 in CU acct

\$1184.18 Savings acct

\$95.76 Paypal acct

\$178.00 PR dollars (cash)

\$524.00 PR dollars (acct)

4. Secretary's Report – A. Wilson reported (see the agenda for this meeting for the written report) she has been (slowly) working on finding and adding minutes to the website. She raised the matter of the discrepancies between the Secretary's Manual (possibly not revised since 2011) which combines the duties of Membership and Secretary and the current practice of separating Membership and the Secretary's duties. However, the Board Policy Manual (revised May 2015) has the Role of the Secretary (3.4.4) and the Role of the Membership Director (3.4.5) as separate Officers of the Board (note: there is no guidance as to whether one individual can hold more than one position). She also noted that the Policy Manual indicates that one Officer (elected or appointed) is the Project Director, and that this Board has no one designated as such. These matters were presented for consideration, and there was agreement that decisions about what practice to follow would be deferred to the next Board meeting.

5. Business arising from previous minutes:

5.1 Bee Workshop – J. Amatt reported (see the May 17 agenda for the written report) 11 of 20 registered people showed up, including a non-Skookum member who was promptly signed up. D. Brown did a great job of conducting the workshop.

5.1.1 Attendance at Skookum events – The low attendance (compared to registrations) caused J. Amatt to wonder what factors contribute to this phenomenon. That the workshop was free? That the date was changed? Discussion about charging for events followed, either as a set fee or as a suggested donation; having better signs; and having more Skookum “swag” (cloth bags, t-shirts, mugs etc) to give away at events. No decisions were made. There was agreement that thank-you cards should be sent to presenters and that Skookum should have cards printed. J. Amatt agreed to design.

5.2 PR \$ Scholarships – Kevin Wilson, on behalf of his Urban Homesteading School, requested PR\$ from Skookum to underwrite attendance at the late July session, for Skookum members. After an exchange of emails, the Board agreed to 5 scholarships of 20% off the registration fee (would amount to around PR\$100). As Skookum’s PR\$ balance becomes depleted, we will have to look at other scenarios and ways to support our members moving forward. The Board agreed, for the time being, to revisit each request for support, referring to the Skookum purpose and values for guidance.

5.3 Insurance (Liability & Directors)- D. Joslin provided, via email, a brief on the recently renewed liability insurance policy. It does not cover pickers, or Board members or anyone in our coop. The policy covers 3rd party only, in the case of the Gleaners’ program, the property owner(s). The policy only covers us should Skookum get sued by a property owner for damage to property or to his/her person. This coverage is more limited than the current Board assumed, and there was discussion about whether the insurance was worth the cost. The consensus was “probably not” but we agreed to pay the cost this year, and make sure the web site was clear that pickers need to be aware that they are not covered by Skookum. Should they have an accident, they need to use their own medical coverage. Member Laura Berezan will be asked to attend a future Board meeting to give us a view from a legal point-of-view as to the need for various types of insurance—including Directors’ insurance.

5.4 Fruit Orders – D. Joslin has been working hard to get the word out for pickers and donors for the Gleaners’ program, as well as working with Sunshine Coast Aquaponics to provide fruit in case lots at a discount for members. There was a bit of confusion with the process of ordering, and the cost but as this is the first time SCA has worked with Skookum, some bumps are to be expected. SCA is a Skookum member and is keen to provide benefit to other members. . D. Glover agreed to work with D. Joslin to streamline ordering procedures. Thanks to her for fruit efforts from Prince George.

5.5 Review of May Tasks/Commitments – please see the report, following the minutes, in this document.

6. Recurring Business:

6.1 Abundant Pantry – To recap, TAP has been dormant since Skookum lost the use of the Oklahoma Co-op software when Kevin Wilson switched to a new server provider, and Barry Bookout left town and was no longer available as our tech support. In the meantime, the TAP team has been road-testing a new online software system (<http://buyingclubsoftware.com>). An added wrinkle is the changes at Ecoessentials and the ambiguity related to current management. Given the length of time TAP has not been available, there is keen interest in getting it up and running as soon as possible.

6.2 Memberships – two new memberships were recorded

7. New Business:

7.1 Gleaners – the Board discussed equipment that would be helpful to have to loan gleaners, such as a fruit ladder and long-handled picking baskets. While there was agreement that these would be very useful, the acquisition of a large, heavy ladder would present the same challenges as does the cider press: where to house it, and how to loan it out, for example. J. Fischer wondered if Skookum could make a bulk purchase of fruit picking baskets and encourage members to buy their own as the cost is not great. Everyone agreed this was a great idea. D. Glover will report back. J. Amatt noted that picking was likely to happen earlier in the season and so any equipment might not be available this season.

7.2 Skookum Admin Email Account – D. Parkinson is the current admin for the email account (and the contact for telephone calls). He asked the Board to consider this arrangement and decide if he would continue, given he is not a Board member. The email address is included in the Board distribution list which means he sometimes is privy to Board-only discussions. The Board does not see this as an issue and directed him to continue as the email admin.

7.3 Rancho Vignola interview – D. Parkinson informed the Board via email that Rancho Vignola (supplier of nuts and dried fruits) called him to set up a phone interview. They want to feature Skookum as one of their buying clubs in the newsletter they put out annually. The Board agreed he will talk to them. Skookum gets some free publicity, and collects a \$100 discount on our next order.

7.4 Blackberry Festival – The annual festival will be sometime in August. As so many people attend, J. Amatt suggested Skookum have a booth and sell cider (either plain apple or apple/blackberry)—and memberships and any “swag” we might have by then. We would need a health permit, and more jars/lids.

7.5 Fall Fair (Sept 17/18) – Last year, Skookum had a booth and pressed apples on site, and sold cider—a lot of it. Sales were around \$600 and demand outstripped the pressing. The apples needed to be sorted (many were unusable) and chopped up which was time consuming. The idea for this year’s fair is to press and freeze some cider, and to pre-cut as many apples as possible. This would save time and process apples at their peak, not after. A call for volunteers will be made in early September.

7.6 “Just for the Health of It” Fair – D. Glover reported that this will be a city-wide fair held at the Rec Complex September 24. It will be a one-day event that celebrates healthy living and showcases businesses, organizations and resources that are available locally to help people live more healthfully. There will be 50 exhibitors, presentations by health experts throughout the day, and a pop-up cafe featuring healthy snacks. Booths are \$150, and a sponsor may be found to pay this cost, by Healthy Built Environment (part of Vancouver Coastal Health, and D. Glover’s employer). The Board agreed this was a worthwhile opportunity.

8. Next Meeting: July 19, 2016 @ J. Fischer’s (6276 Poplar St)

Meeting adjourned 8:40pm.