

### Tasks and commitments arising from Skookum board meeting of August 9, 2010

Task/commitment	Who	When
Follow up with Stella Gilles re donations of equipment she wishes to make	David	August 30/10
Email tracking system for "in kind" donations to all directors	Nola	ASAP
Read minutes of AGM prior to acceptance of same at next meeting	All directors	August 30/10
Post the Secretary's Manual as an official working document on the website	David	August 30/10
Pass the Rules on to Nola	Jonathan	as possible
Check with Jacqueline re availability/affordability of 8-Shields facilitator	David	August 30/10
On-going problem solving re PayPal	David	as possible
Send out Meeting Wizard to all directors to fix date for policy meeting	David	August 18/10
Send out Survey Monkey to directors to choose winner of Haiku contest	Giovanni	week of Sept 20
Email for volunteers re sign painting work party/coordinate same	Jan./David	August 20/10
Letter re financial support emailed to directors for information/feedback and then sent on to Career Link	David	August 12/10
Finish and file CDPR grant-in aid form with City	David/Julie/Nola	August 13/10
Fill out and file PRRD grant-in-aid form with Regional District	David and ??	August 31/10
Research SALSA policy re board decision making via email	David	August 30/10

### Tasks and commitments brought forward from previous board meeting(s)

Task/commitment	Who	When
Check with Corey re setting up a system to pay printing costs on a monthly basis	Sharon	August 30/10
Check with Bill Price re his interest in presenting a workshop	Jonathan	August 30/10
Further exploration of options re purchase of Falcon Ladders	Jonathan	August 30/10
Find out if Manzanita will be pressing cider at the Fall Fair	Jan.	ASAP
Completion of Package for Incoming Board Members	David/Jan.	Fall 2010
On-going problem solving re PayPal	David	as possible

### Resolutions brought forward at the Skookum board meeting of August 9, 2010

Resolution	Proponent	Outcome
That the minutes of July 19/10 be accepted as corrected	David	Passed
That the minutes of the July 13/10 special meeting be accepted as written	David	Passed
That acceptance of minutes of AGM be tabled to next meeting	David	Passed
That we pay the additional \$10 for a membership share in BCCA	David	Passed
That the treasurer's report be accepted as presented	David	Passed
That the Secretary's Manual be accepted as an official working document	David	Passed
That a \$50 donation be made the Unitarian Hall for the use of the premises	David	Passed
That the Association accept the membership applications from Rick Giesing, Jean Mackenzie, and David May.	David	Passed

**Skookum Food Provisioners' Cooperative**  
**Minutes of the board meeting of August 9, 2010**

**Present**

- Jonathan van Wiltenburg
- Julie Thorne
- Giovanni Spezzacatena
- Nola Poirier
- David Parkinson
- Sharon Deane
- Jan. Burnikell

**Guest member: Carol Battaglio**

**1. Agenda**

Presentation by Carol to occur after completion of old business.

Revised agenda accepted as presented.

**2. Minutes of previous meeting**

Some minor typographical errors noted and corrected.

David resolved minutes be accepted as corrected. Passed by consensus.

David resolved minutes of Special meeting of July 13, 2010 be accepted as written. Passed by consensus.

David resolved acceptance of minutes of AGM be tabled to next meeting, at which it will be given priority.  
Passed by consensus.

**3. Correspondence**

Stella Gilles called Giovanni to say she wants to donate a Champion juicer, a book on juicing, and perhaps a big dehydrator to SFPC. David will follow up on this.

**4. Treasurer's Report**

Sharon submitted a treasurer's report (attached). Current balance is \$1434.66.

Nola has completed a tracking system for "in kind" donations. She will email this to all directors ASAP.

David resolved we pay the extra \$10 for an actual membership share in BCCA in addition to the \$50 membership fee already agreed to. Passed by consensus.

Sharon will follow-up with Corey re a payment system for printing costs.

David introduced a resolution that the treasurer's report be accepted. Passed by consensus.

**5. Old Business**

**5.1. Secretary's Manual**

David resolved we accept the Secretary's Manual as an official working document of the Association. Agreed by consensus. David will post it on the web site.

**5.2. Cider Press Invoice:**

David has given the invoice to Sharon and it's now on file.

**5.3. The Rules**

Jonathan will pass these on to Nola within the next few days.

#### **5.4. Consensus with Rin**

Tabled for now. David will check with Jacqueline re availability of 8-Sheilds facilitator.

#### **5.5. Resource Library**

Julie has begun the process of organizing this resource and is considering ways to do this most effectively.

Directors agreed to put this under "Projects" heading and deal with it as it comes up.

#### **5.6. PayPal Status**

David notes process is complicated due to confusion re US system requirements to prove our non-profit status. Nola suggests our business number identifies us as a non-profit and may be sufficient to satisfy the requirements of the system. David will follow up with this.

Giovanni states the significant cost associated with improving the appearance of the Paypal page on the website makes it untenable.

#### **5.7. Creation of Working Groups**

Deferred.

#### **5.8. Payment for the Unitarian Hall**

David resolved we make a \$50 donation to the Unitarian Hall for the use of the facility. Passed by consensus.

### **6. Presentation by Carol Battaglio**

Carol, who is an experienced gardener, states she will need 5 of the 30 acres of land she has bought in the ALR for her own needs. She is looking for effective ways to share the remaining 25 acres of land with the community and is open to collaboration with other groups. She notes making a living from the farm is not a priority, though she would like it to be self-sufficient financially. She is currently clearing a small amount of land with the help of some goats and happily accepts garden waste and other material suitable for lasagna gardening.

She is in the preliminary stages of developing the Sunflower Wellness Society, through which she hopes to be able to provide employment for people with various types of disabilities, modeled on Providence Farm in Duncan. Various board members directed her to several potential interested parties and supportive resources. There may be excellent opportunities to work collaboratively to enhance local food resources and build employment in this area.

### **7. New Business**

#### **7.1. Scheduling guest member's presentations into agenda**

Nola suggests guest members be invited to share their presentation/questions immediately after the Agenda has been accepted, followed by dinner break. Each presentation will be summarized in a brief note in the minutes.

#### **7.2. Project structure proposal**

David has sent out an information document re this. Directors agree need to be able to tell members how projects work and address monetary considerations as well. Need to have a clearly defined mission statement against which to measure policy.

David will send out Meeting Wizard so that we can coordinate a date for a special planning meeting, using the statement of purpose as a guide in developing policies re project acceptance.

### **7.3. Haiku Contest (in connection with Edible Garden Tour)**

Each director is invited to donate a small item to the gift basket for the prizewinner.

Entry deadline is September 20, 2010, after which Sharon will shortlist 5 finalists. Board will make decision re winner using Survey Monkey, which Giovanni will coordinate.

Giovanni will send info re Haiku to David at FSP address on weekly basis.

Announcement re winner and presentation of prize basket will be made at the Fall Fair on Sept. 26.

## **8. Recurring Business**

### **8.1. Projects**

#### **8.1.1. Update on Skookum Gleaners**

Project is up and running but is a work in progress with the system being constantly refined. Directors commend David for the excellent job he is doing of communicating, coordinating and refining the process. While there are some problems, overall difficulties are being resolved.

Need to focus on increasing advertising/publicity to create broader interest and recruit more donors.

David will put out an email requesting volunteers to help paint wooden signs. Work party will be at Jan's on Saturday, August 21/10 at 10 a.m.

Next meeting of Skookum Gleaners is Monday, August 16/10, 9 a.m. upstairs at Quality Foods.

### **8.2. Fundraising**

#### **8.2.1. Application to Career Link**

David will submit letter to Career Link after sending it out to all directors for possible feedback. If none is received, he will deliver it by Thursday, Aug. 12, 2010.

#### **8.2.2. CDPR grant-in-aid form (due Aug. 15, 2010)**

David, Julie and Nola will complete this by Friday, Aug. 13, 2010.

#### **8.2.3. PRRD grant-in-aid form**

This will be completed when CDPR form is done - goal is by end of August.

### **8.3. Acceptance of new members**

David introduced a resolution that the board accept the membership applications of Rick Giesing, Jean Mackenzie, and David May. Passed by consensus.

## **9. Other Business/Roundtable**

### **9.1. Policy issues for consideration**

- How will the board deal with issues of privacy/confidentiality when guest members are present?
- What is our board process re passing resolutions/voting by email? Does it need to be clarified in the by-laws? (David will research how SALSA policy re this for presentation at next meeting.)

## **10. Next meeting**

August 30, 2010 at 5:30 PM at David and Giovanni's house.