

Tasks and commitments arising from Skookum board meeting of September 13, 2010

Task/commitment	Who	When
Let Al and Amy Sharp at Manzanita know that Skookum will not be pressing apples at the Fall Fair, in case they decide to do this after all.	David	ASAP
Talk to Shona Watt about pressing cider at the Winter Market on October 16 or 23, 2010, to celebrate Co-op Week.	David	ASAP
Talk to the local post office about having mail carriers participate in Skookum Gleaners as 'tree-finders'.	Jonathan	October 11, 2010
Look at the application requirements for the Innovative Cooperative Projects initiative and report back.	David	October 11, 2010
Look into MEC's capacity-building funds and report back.	Nola	October 11, 2010

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

Task/commitment	Who	When
Follow-up on getting a credit card through First Credit Union	Sharon & David	October 11, 2010
Share certificates and receipts updated and filed at Kingfisher Books, with email notification to members the certificates are available there.	David	open
Explain PayPal system to Sharon	David	open
Review rules	Nola	open
Email to membership re possible Seedling Exchange project	Sharon	September 27

Resolutions brought forward at the Skookum board meeting of September 13, 2010

Resolution	Proponent	Outcome
That the agenda be accepted as presented.	David	Passed.
That the minutes of the board meeting of August 31, 2010 be accepted as presented, with the exception of minor corrections which David will send to Jan.	David	Passed.
That the summary Treasurer's Report be accepted as presented.	David	Passed.
That the rules of usage for the cider press be accepted with the revisions discussed and noted at this meeting.	David	Passed.

Skookum Food Provisioners' Cooperative

Minutes of the board meeting of September 13, 2010

Present

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

Not present

- Jan. Burnikell

1. Opening business

1.1. Agenda (accept or revise & accept)

David resolved that the agenda be accepted. Passed by consensus.

The discussion under item 4.2 ("Special policy session (Sunday October 3, 2010)") was moved to the end of the agenda so that the board could get through all other items and leave time for this discussion.

Item 6.1.4 ("Canning lids: Final report") was removed on the fly, and item 4.6 ("Haiku contest") was added.

1.2. Board member sign in

All board members in attendance signed the attendance sheet for our records.

1.3. Guest member presentation (if applicable)

No member took up the offer to attend this meeting. David urged the board to keep encouraging members to attend board meetings.

1.4. Minutes of previous meeting (accept or revise & accept)

There were no substantive changes to the minutes of the meeting of August 31, 2010. David will send some minor changes to Jan.

David resolved that these minutes be accepted as presented, except for correction of these minor points. Passed by consensus.

1.5. Review of tasks/commitments from previous meeting

The board reviewed the tasks and commitments from the meeting of August 31, 2010. Pending tasks and commitments carried forward to the table preceding these minutes.

2. Correspondence

Julie and David reported receiving email from Wendy Devlin asking about the cider press and whether Skookum is still interested in receiving a donation from the Powell River Farmers' Institute to help pay for the cider press. David asked Wendy if the Farmers' Institute could defer a decision until we know whether we will receive support from Career Link for the cider press.

3. Treasurer's report

David and Sharon have discussed moving to a monthly Treasurer's Report, to be brought forward at the first board meeting following the first day of each month. Sharon presented a summary report indicating that our current balance is \$1328.74 of which \$880.00 comes from the purchase of membership shares. Our legally-mandated cash reserves (30% of membership share capital) stands at \$264.00.

David resolved that this report be accepted as presented. Passed by consensus.

4. Business arising from previous minutes

4.1. Cider press rules of use and conduct

The board discussed the draft rental agreement and contract that Gianni sent out ahead of this meeting. The following changes were suggested:

- The \$20 rental fee will apply for each 24-hour period;
- The press must be returned by 11:00 AM on a given day or we reserve the right to charge for another day of use;
- If someone books the press and fails to use it without giving us 24 hours of notice, then we reserve the right to charge them for a day of use (\$20).

Gianni will make these revisions and reformat the document(s).

David resolved that the rules of usage be accepted with the revisions noted above. Passed by consensus.

4.2. Special policy session (Sunday October 3, 2010)

The board decided to meet from 9:00 AM to 1:00 PM on Sunday October 3, 2010, for the purpose of defining policies regulating the projects we want to undertake and how we plan to manage them. In the next couple of weeks the board will work by email to set out some of the questions we want to start answering. Among them are:

- How do we choose projects?
- How do we support the community?
- How much oversight does the board need to have over projects?

4.3. Pressing apples at the Fall Fair

After discussion, the board agreed that we are not prepared to press cider at the Fall Fair this year. David will contact Al and Amy Sharp at Manzanita to let them know, in case they want to press cider after all.

4.4. Skookum credit card update

David and Sharon will talk to First Credit Union and find out what it will take for Skookum to have a credit card.

4.5. Event to celebrate Co-op Week

The board agreed to press cider at the Winter Market on October 16 or 23, as a way of celebrating Co-op Week and publicizing Skookum's activities. David will talk to Shona Watt, Coordinator of the Winter Market, to make arrangements.

4.6. Haiku contest

Gianni discussed the prize basket for the winner of the haiku contest. The haiku contest closes on September 20, 2010, and the winner will be informed either at the Fall Fair or shortly afterwards.

5. New business

5.1. Cider press nameplate

Gianni wrote to Happy Valley to ask about the nameplate for our cider press. They are sending one that says "Skookum Food Provisioners' Co-op".

5.2. New website

Gianni discussed the idea of developing a proper website to go alongside the blog. He and Nola will consider whether this is feasible and important to do in the near future, and consider designs and content.

Nola suggested that we might want to adopt technology similar to neighborgoods.net, which allows people to share tools, books, and other items.

6. Recurring business

6.1. Projects

6.1.1. Skookum Gleaners

David reported briefly on Skookum Gleaners. There have been about 25 picks so far this season, and things are generally going well. We'll want to work over the winter to see how we can improve this project for next year: one of the main issues is that people require email to participate, and this excludes some potential participants.

Jonathan will follow up with the local post office management to see if they would let us use mail carriers as our 'eyes and ears' to find trees we can pick.

6.1.2. Tomato canning bash

David reported on the planned tomato-canning project to take place at the Four Square Gospel Church's kitchen on Sunday September 19, 2010. Sharon, David, and Nicole Narbonne bought 200 pounds of tomatoes from Bernie for \$200, and roughly nine people can participate to walk away with 12 pints, with a contribution per person of two pints to the church.

6.1.3. Rancho Vignola bulk food ordering

The board discussed Nola's proposed project to organize a bulk order from Rancho Vignola, now that their price list is out for this year. The deadline for the order is September 27, 2010.

Because the board has not had an opportunity yet to discuss our policies for projects of this type, it's not clear how much of a markup we can add to the order so that Nola can be paid and so that we can make a contribution of some kind to the community. The board agreed that an allocation of 15% out of each order would be a good place to start, so that 5% goes to Nola (the coordinator), 5% to the community, and 5% to Skookum.

6.2. Fundraising

6.2.1. Application to Powell River Regional District

The board discussed the application to the Powell River Regional District's Grants-in-Aid program, and agreed that it makes sense to wait until we have a better idea of projects we want their support for.

6.2.2. Innovative Cooperative Projects (CDI)

David mentioned that the federal Co-operative Development Initiative has announced a new round of funding for Innovative Cooperative Projects, with an application deadline of October 31, 2010. It's not likely that we can have an application together by the deadline, but this is a program that we might want to prepare an application for eventually. David will look at the application requirements and report back.

6.3. Acceptance of new members' applications

None since the last meeting.

7. Other business

7.1. Mountain Equipment Co-op's capacity-building funds

Nola will look into this funding and report back. She believes that they might be willing to support our website development.

8. Next meeting

The board will meet for a special policy-planning session in the morning of Sunday October 3, 2010.

The next board meeting will be Monday October 11, at 5:30 PM at Gianni and David's place.