

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

Task/commitment	Who	When
** 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
* Go to the First Credit Union with two pieces of identification in order to confirm signing authority on our account.	Jan, Jonathan, Julie, Nola	ASAP
* Produce a final report for the tomato-canning project.	David	Next meeting
* Follow up with Carol Murray of the BCCA to find a date and details for her visit.	David	Next meeting
* Produce a final reckoning of the Skookum Gleaners project, including amounts picked, where charitable shares went to, etc.	David	End of 2010
Follow up on our application to the City of Powell River's Grants-in-Aid funds.	David	Ongoing
Circulate the most recent version of the project proposal form by email so that the board can offer feedback.	David	ASAP
Discuss mission statements by email.	Board	Dec. 7, 2010
Talk to Lyn Adamson about summer student opportunities.	David and either Nola or Julie	Dec. 7, 2010
Set up season-end meeting of Skookum Gleaners team.	David	Dec. 7, 2010

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

Resolution	Proponent	Outcome
That the minutes of the previous board meeting of October 18, 2010 be accepted as presented.	David	Passed.
That the agenda be accepted as amended, with the addition of items 5.3 ("Determining the amount of in-kind contributions"), 6.1.4 ("Bread-making workshop"), and 6.1.5 ("Fruit tree ordering").	David	Passed.
That Giovanni and David be reimbursed \$800.00 as an advance on the reimbursement of the total cost of the cider press; that Sharon be reimbursed \$17.43 for the purchase of an accordion file.	David	Passed.
That the board adopt the proposed policy on making decisions by email (see §Error! Reference source not found. on p. Error! Bookmark not defined.).	David	Passed.
That the board accept the membership applications of Ron & Laura Berezan (joint) and Karen Skadsheim.	David	Passed.

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

Present

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

Not present

- Jan. Burnikell

1. Opening business

1.1. Board member sign in

All present board members signed the attendance sheet.

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

David introduced a resolution that the minutes of the previous board meeting of October 18, 2010 be accepted as presented. Passed by consensus.

1.3. Review of tasks/commitments from previous meeting(s)

The board briefly ran through the list of tasks and commitments from the minutes of the previous board meeting of October 18, 2010.

The tasks carried over are:

- go to the First Credit Union with two pieces of identification in order to confirm signing authority on our account (Jan, Jonathan, Julie, Nola);
- produce a final report for the tomato-canning project (David);
- follow up with Carol Murray of the BCCA to find a date for her visit (David);
- produce a final reckoning of the Skookum Gleaners project (David).

Nola reported that the application deadline for the Mountain Equipment Co-op's capacity-building funds is March 2011.

Jonathan reported that he spoke to the head of the local post office, who is interested in the idea of having mail carriers act as scouts for Skookum Gleaners. We will follow up on this, with a proper proposal, when the project begins again in 2011.

David will get the share certificates and receipts filed at Kingfisher Books. And will show Sharon how our PayPal account works.

David will try to find out about the status of our application to the City of Powell River's Grants-in-Aid program.

1.4. Agenda (accept or revise & accept)

Items 5.3 ("Determining the amount of in-kind contributions"), 6.1.4 ("Bread-making workshop"), and 6.1.5 ("Fruit tree ordering") were added to the agenda. David introduced a resolution that the agenda be accepted as amended with the addition of these three items. Passed by consensus.

1.5. Guest member presentation (if applicable)

There was no guest member present.

2. Correspondence

David mailed off the form to be returned to the Canada Revenue Agency concerning our GST account.
No other correspondence.

3. Treasurer's report

Sharon presented the Treasurer's Report as of November 9, 2010. The Association's current balance stands at \$1856.36.

After some discussion, the board agreed to reimburse Giovanni and David \$800.00 against the total cost of the cider press. Sharon will report at the next board meeting on the amount remaining to be reimbursed.

Sharon presented an invoice in the amount of \$17.43 for an accordion file for bookkeeping.

David introduced a resolution that these two expenses be reimbursed. Passed by consensus.

4. Business arising from previous minutes

4.1. Signing authority

Those board members who have not yet gone to the First Credit Union to add their signatures to the account were encouraged to do so.

4.2. Project proposal form

David passed around the most recent version of the project proposal form, incorporating suggestions from Giovanni.

David will circulate this version by email so that the board can offer feedback and we can finalize it.

4.3. Mission statement

The board will take the discussion of a mission statement to email so that it can have a conclusive discussion and possibly a decision at the next board meeting.

4.4. Visit from Carol Murray in January

David reported that he spoke to Carol Murray at the BC Co-operative Association. She is keen to visit in late January and present on cooperatives. David will speak with her later in November to start working out the details.

The board also considered whether it might not be better to have her visit later than January, as this is a time when people don't go out to public events as much as they do in the spring.

4.5. Celebration of Local Food

David reported that he, Gianni, and Sharon attended this event with an eye to signing up members and generating interest in Skookum. Unfortunately the turnout was low, so we did not accomplish much.

5. New business

5.1. Skookum & Film Festival

The board talked about how we might create a partnership with the Powell River Film Festival. Giovanni will look into what cooperative-oriented films might be available and of interest to the festival; he has already brought the film *The Women of Brukman* to the attention of Jan Padgett and Michelle Hignell, who co-organize the festival.

5.2. Summer students & projects

David and either Nola or Julie agreed to make an appointment to talk to Lyn Adamson at Career Link to learn what opportunities exist for hiring summer students to help with Skookum Gleaners and possibly other projects.

5.3. Determining the amount of in-kind contributions

Nola and David attended a recent fundraising seminar presented to the board of the Malaspina Land Conservancy Society, at which they learned that it is accepted practice to count board time towards the calculation of in-kind contributions to a not-for-profit organization.

David will estimate the hours that the board has contributed in the form of board meetings, research, reading, email, attending public events, etc., since the beginning of Skookum. He will send this to Nola.

The board agreed that we should tally up, at every board meeting, the number of hours that board members have contributed to Skookum since the previous board meeting. This will go into a running tally.

6. Recurring business

6.1. Projects

6.1.1. Skookum Gleaners

David reported that there have been no picks for a few weeks. He will set up a season-end meeting with Anne Michaels and any other interested team members. He will also work on the year-end report of all fruit picked and where the charitable donations went to, for use in publicity materials and in applying for grants.

6.1.2. Tomato canning bash: final report

David will have this for the next board meeting.

6.1.3. Rancho Vignola bulk food ordering: post-mortem

The board discussed this project and how it might be more successful next year. This year, only one person submitted an order, and the board agreed that this is because the time between hearing about it and ordering was so short. We might do more next year to prepare members to make an order. The board felt that it was worth trying again.

6.1.4. Bread-making workshop

Sharon talked about a bread-making workshop that she has proposed to Fran and Simon Cudworth. The board agreed that it was of potential interest to our members. Sharon will submit a formal proposal.

6.1.5. Fruit tree ordering

Jonathan presented a project idea: to bulk order young fruit trees for members. He and Martin Mitchinson have been working on this plan. He mentioned a minimum order per member of five trees, as a way of limiting the scope of the project and assuaging the concerns of local tree vendors. The order might go through Van Well Nursery, which would mean that trees are delivered from Washington State to Kamloops. David suggested that we might partner with people on the lower Sunshine Coast who might want to order fruit trees as well.

Jonathan will develop this proposal and report back.

6.2. Fundraising

David reported that we are unlikely to make a successful application to the Powell River Regional District, since the Grants-in-Aid funds are directed at projects taking place in specific regional areas. Nonetheless, David will follow up with Colin Palmer to have a better understanding of how these funds are spent.

6.3. Acceptance of new members' applications

David introduced a resolution that the board accept the membership applications of Ron & Laura Berezan (joint) and Karen Skadsheim. Passed by consensus.

7. Other business

Giovanni is now a director of the Powell River Community Radio Society, which holds the license for and operates CJMP FM, Powell River's community radio station. He mentioned the possibility of Skookum partnering with CJMP, by sponsoring or presenting a show.

8. Next meeting

We will meet, as agreed, on the first Tuesday of December, which is December 7. We will meet at 6:00 PM at Giovanni's and David's house.