

## Tasks and commitments arising from Skookum board meeting of January 11, 2011

	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 (Nola: some further contact info needed only)	Julie, Nola	ASAP
**	Follow up on our application to the City of Powell River's Grants-in-Aid funds	David	Ongoing
*	Discuss feasibility of utilizing the Job Creation Program in a shared format	Jan, David	ongoing
*	Continue to monitor YMCA site re potential funding opportunities	Board	Ongoing
*	Talk with Transition Town re their potential interest in partnering with Skookum to create boulevard lasagna gardens	Nola	Next meeting
	To explore the possibility of renting either Trinity Hall or Cranberry Community Hall for the Carol Murray dinner/presentation on Feb. 9, 2011	David, Julie	ASAP
	To create and see to production of posters for the Carol Murray event, with support and input from the board.	Giovanni, board	As required
	Utilizing the Food Security Network, to inform people of the opportunity to meet with Carol to discuss information pertaining to co-op development.	David	As required
	To discuss possibility of using space for the individual meetings at Career Link or First Credit Union.	Giovanni	ASAP
	To discuss possibility of sharing a summer student from the CRC (focusing on Skookum Gleaners) with Liz Lane.	David	Next meeting
	Thank you note to Transition town for their donation	Jan	ASAP
	Update display board for Seedy Saturday	David, Giovanni	By March 12
	Explore creation of more efficient accounting system for projects such as canning, etc., with a bookkeeper.	David	Next meeting
	Contact Fran and Simon Cudworth re interest in leading in bread making workshop	Sharon	Ongoing
	Facilitate organization of fruit tree orders in conjunction with Fall Fair display	Jonathan	September 2011

Submit proposal for bulk food buying	David, with support from Julie and Jonathan	Next meeting
Organize questions pertaining to member interest in bulk seed buying for submission to David	Julie, Jan	ASAP
Contact Harry Burton re his interest in doing a grafting workshop in Powell River.	David	Next meeting

### Resolutions brought forward at the Skookum board meeting of January 11, 2011

Resolution	Proponent	Outcome
That the minutes of the previous board meeting of December 7, 2010 be accepted as presented.	David	Passed.
That the agenda be accepted as amended, with the addition of items noted in the minutes.	David	Passed.
That the Treasurer's Report be accepted with corrections as noted in the minutes.	David	Passed.
That the version, " <i>Working together to build and maintain a healthy regional food system</i> " be accepted as our official mission statement.	David	Passed.
That the current project proposal form be accepted as our initial working document, as presented with the two amendments noted in the minutes of December 7, 2010.	Jan	Passed.

**Skookum Food Provisioners' Cooperative**  
**Minutes of the board meeting of January 11, 2011**

**Present**

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

**Regrets**

- Nola Poirier

**1. Opening business**

**1.1. Board member sign in**

All board members present signed the attendance sheet.

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

David resolved that the minutes of the previous meeting of December 7, 2010 be accepted as presented. Passed by consensus.

**1.3. Review of tasks/commitments from previous meeting**

The board briefly ran through the list of tasks and commitments from the minutes of the previous board meeting of Nov. 9, 2010. Results as noted on page one.

**1.4. Agenda (accept or revise & accept)**

Items 5.4 ("Use of membership list"), 6.1.8 ("Bulk seed buying"), 6.1.9 ("Canning lids"), and 6.1.10 ("Book shelf") were added to the agenda. David resolved that the agenda be accepted as amended with the addition of these items. Passed by consensus.

**1.5. Guest member presentation (if applicable)**

There was no guest member present.

**2. Correspondence**

Email communication with an attached letter received from John Restakis welcoming us to BCCF as a new member.

**3. Treasurer's report**

Sharon notes the Treasurer's report as of Dec. 7, 2010 does not include grants and therefore does not reflect an accurate balance. She will make corrections as required. She notes the current report has an incorrect entry (hall fees are included under miscellaneous expenses and should not appear as a separate entry) and the "date of current balance" is incorrect. She will prepare and submit a corrected report. The Association's current balance stands at \$1071.93. David resolved that the report, with the removal of "Hall rental" as a separate entry and with a correct date on the bank balance, be accepted as presented. Passed by consensus.

## 4. Business arising from previous minutes

### 4.1. Visit from Carol Murray in February

Giovanni reports the First Credit Union has donated \$300 toward expenses associated with the visit. They would like to be acknowledged as a participating sponsor on the posters Giovanni will create and will help with advertising the event. David and Julie will explore the possibility of renting either the Cranberry Hall or Trinity Hall. After some discussion, the board agreed:

- Carol's main presentation will be on February 9, 2011, 7-9 pm, followed by a Q&A session.
- Her presentation will be preceded by a dinner at 6 pm. The main course will be provided, along with beverages. David will approach Mia (Loaves and Fishes), Shona Watt, and Jacqueline to assess interest in preparing lasagnas with the suggestion the dishes showcase fresh pasta from Periwinkle Granary. Attendees will be asked to bring a potluck salad, dessert, or appetizer.
- Carol will be available to meet with other groups and individuals during the day. David will explore the availability and space for this at Career Link, First Credit Union, Breakwater Books or, as a fall back, the PREP office boardroom. The invitation to meet separately with Carol to focus on development of cooperatives from a personal interest perspective will be publicized through the Food Security Network. The details will be refined through email communication with the board.
- We will sell memberships, have an updated FAQ, as well as other information to hand at the presentation.
- There will be no charge for this event. The Board agrees \$100 will be set aside for publicity, \$65 for hall rental, and the remaining \$135 for food.

### 4.2. Finalize Mission Statement

Giovanni suggested paring down the proposed statement by changing it to, "*Working together to build and maintain a healthy regional food system*". David resolved that this version be adopted as our official mission statement. Passed by consensus.

### 4.3. Finalize Project Proposal

David states the final project proposal form will be ready for use incorporating the additions identified at the meeting of Dec. 7, 2011. After some discussion the board concurred that, by its nature, the project proposal form will continue to evolve in order to meet the membership's changing needs and that therefore the idea of having one permanent document is not realistic. Jan resolved that we accept the current project proposal form as our initial working document, as presented with the two amendments noted in the minutes of December 7, 2010. Passed by consensus.

### 4.4. Summer Employment

Neither David nor Jan has yet been able to follow up on this. David will meet with Liz Lane to discuss the feasibility of utilizing some of the CRC's summer student's time on behalf of Skookum Gleaners, which seems like the best solution for the Association. It was noted that the CRC is a prime beneficiary of produce picked. As well, much of the organizational work and monitoring of picks etc. could be done from the CRC. All board members are encouraged to continue monitoring funding opportunities for summer employment through the YMCA site.

### 4.5. Skookum & Film Festival

No report available as Nola was unable to attend. However, it appears unlikely there will be a film with which we could be appropriately affiliated, though we may be able to have an information table in the lobby. It was agreed that, due to time constraints, we would not pursue this any further at this time.

## 5. New business

### 5.1. BCCA membership & delegate & alternate

We are now officially members of the BCCA, who have requested we appoint and register the names of a delegate & alternate to attend the AGM, etc., in Vancouver, with them. No one could unequivocally commit at this time. We agreed to appoint a delegate and provide a letter of identification, when needed.

### 5.2. Donation from Transition Town

Transition Town donated \$50 to Skookum from their surplus funds. Jan will send a note thanking them for their generosity.

### 5.3. Seedy Saturday

It is confirmed that SFPC will share a table with Food Security. David notes we need to organize our forms for this March 12<sup>th</sup> event, including individual and joint membership applications, introduction to Skookum handouts left over from Carol Murray's visit, FAQs, and any other documentation we feel would be useful. David and Giovanni will update the display board with photos of activities. Jan will donate a new display board.

### 5.4. Use of membership list

The current email contact list serves to notify members of activities and developments pertaining directly to SFPC. The board agrees it is important that people who have signed on for that purpose not be inundated with unrelated emails. Discussion ensued about development of a "market place/swap& deal" site as a way to increase communication about food availability/accessibility and other information, as separate from the announcement list. Other local organizations are also interested in developing such a site; all agree a single go-to site is needed to avoid confusion and fragmentation. Farm Folk/City Folk is aware of local interest in the project and may take the initiative. Since it is a complex project and requires considerable organization and administration, this board cannot take it on. For now, we accept it as a non-critical issue, and are open to support any member interested in getting involved in this project.

## 6. Recurring business

### 6.1. Projects

#### 6.1.1. Skookum Gleaners

David submitted a year-end report. General consensus: while it was worthwhile and people who participated were generally satisfied, the organizational and administrative aspects are too onerous for one volunteer and actually requires a paid administrator. Funding may be available through YMCA. However, unless such funding is secured for 2011, the board agrees the administrative processes must be refined and simplified for the coming season.

#### 6.1.2. Tomato canning bash: final report

David submitted a final report. He notes a more efficient way to do the bookkeeping is required and he will consult with someone in this regard. Tabled to next meeting.

#### 6.1.3. Bread-making

Ongoing. Simon and Fran of Periwinkle Granary are both interested so Sharon will not contact Carol Sigvaldasson re her possible involvement at this time. The project is on hold for the moment.

#### **6.1.4. Fruit trees**

Jonathan states that, in order to ensure a good selection of tree varieties, an order needs to be in place by September for spring 2012. He will facilitate the organization of this in conjunction with Skookum's presence at the Fall Fair.

#### **6.1.5. Mushroom workshop**

Tabled to next meeting.

#### **6.1.6. Bulk Buying**

The board agreed we would move ahead with the bulk-buying project and David will submit a proposal by next meeting, with Jonathan and Julie's support. He notes the focus would be on dried food staples, ordered 3 or 4 times a year. He notes world food prices are increasing sharply and feels it is important to source good quality food at the lowest price available, supporting community, and creating a network of people who have a surplus and are willing to share/barter. He feels it is important that people have control of their food supply, at least in respect to staples and bulk items, noting one of the Co-op's stated goals is to increase individual and community food self-sufficiency. The board agrees membership concerns about any aspect of this project must be addressed through respectful discussion.

#### **6.1.7. Food preservation**

A focus for the summer will be on increasing the amount of food preservation and the skills to do it, utilizing whatever is in season through local sources. This includes canning, dehydrating, pickling etc. preferably on an approximately weekly schedule. David notes that some of the product would be put aside to become the common property of the co-op available for later swapping or purchase. Obtaining a large dehydrator will be a priority.

#### **6.1.8. Bulk seed buying**

Wendy is very supportive of this endeavor, envisioning the purchase of large packets of seed to be divided among members. Helena Bird has seed catalogues specific for larger quantities. Both Stellar and Seeds of Change (US) are good companies. After some discussion, it was agreed the order will be limited to organic, open-pollinated seeds and 8-10 varieties for the first year. A list of "fail-safe" seeds best suited to Powell River will be provided. Two options will be offered: seed splitting or saving the shipping costs with individual seed orders done communally. David will put out a survey monkey to the membership to determine levels of interest once Julie and Jan. have organized the questions.

#### **6.1.9. Canning lids**

It is noted the rubber seals are not designed to last indefinitely; replacements are available from the company. Response to survey Giovanni sent out will determine if another order, limited to members only in order to reduce the workload, goes in.

#### **6.1.10. Book shelf**

Sharon has some put together some books and is working out a cataloguing system but will need help to put the list on line. Any books to do with food security will be happily accepted. When the Book Shelf is fully organized, the books may be signed out to members only at no charge from Kingfisher Books on Marine Avenue. A suggestion was made that a donation box or an "adopt a book" program could be used to help support the purchase of new books.

**6.1.11. Fundraising**

David will continue to try contacting Harry Burton to see if he's interested in doing a grafting workshop here, since numerous people had indicated an interest in this.

**6.2. Acceptance of new members' applications**

No new members.

**7. Other business**

No other business.

**8. Next meeting**

6:00 PM, Tuesday February 1, 2011 at David and Giovanni's house.