

## Tasks and commitments arising from Skookum board meeting of May 3, 2011

	Task/commitment	Who	When
****	Contact Harry Burton re his interest in doing a grafting workshop in Powell River	David	June 7, 2011
*	Follow up with Liz Lane at CRC re summer student	David	June 7, 2011
*	Contact Laura Berezan re possible workshop on board governance	Jan.	ASAP
	Letter to First Credit Union to request a savings account	David	June 7, 2011
	Mail out membership package for AGM	David, Jan	June 2, 2011
	Send out email reminders of upcoming AGM, including invitation to consider sitting on the Board	David	May 23, 2011
	Explore rules re new board member nomination process, for discussion at next meeting	David	June 7, 2011
	Update member's list and send out with reminder of purpose	David	ASAP
	Ensure appropriate handouts available for Chamber of Commoners	David	May 4, 2011
	Letter to BC registrar re unnecessary payment made for special resolution, and requesting a refund	David	June 7, 2011
	Discuss with Farmer's Institute their possible interest in sponsoring/co-sponsoring and providing some financial support for the proposed community farm event in June	David	June 7, 2011
	Request to membership for expression of interest in coordinating bulk food buying project	David	June 7, 2011
	Blog post to membership re expressions of interest in organizing Book Shelf	Sharon, David, Giovanni	June 7, 2011

**Resolutions brought forward at the Skookum board meeting of May 3, 2011**

<b>Resolution</b>	<b>Proponent</b>	<b>Outcome</b>
That the minutes of the previous board meeting of April 5, 2011 be accepted as circulated.	David	Passed.
That the Treasurer's report be accepted as presented.	David	Passed.
That David be reimbursed for expenses submitted.	Sharon	Passed.
That we accept the membership applications of Annabelle Tully-Barr; Ed Bereziak; Bruce Gainer; Kevin Wilson & Alfred Bolster (joint); Jill and Jamie McPhail (joint); Cynthia & Roly Demeester (joint).	David	Passed.

# Skookum Food Provisioners' Cooperative

## Minutes of the board meeting of May 3, 2011

### Present

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

### 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 board meeting of April 5, 2011 be accepted with grammatical/spelling corrections as noted. 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 April 5, 2011. Results as noted on front page.

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

Items 5.2 ("Letter to city re chickens"), 5.3 ("Letter to BC registrar"), and 6.1.5 ("Book shelf") were added to the agenda. David notes that acceptance of agenda does not require a formal resolution.

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

No guest member was present.

### 2. Correspondence

None.

### 3. Treasurer's report

Sharon submitted a financial report and a year-end report.

Sharon reported we must submit a letter of intent to First Credit Union in order to open a Savings account, for which there is no cost involved. 30 transactions per month are allowed, which will be adequate for our purposes since it will be used to keep the required reserve funds only. David will write the letter.

Sharon reported the receipt of 2 bills submitted by David: \$13.43 for renewal of domain and \$43.08 for office supplies. She resolved David be reimbursed for the above expenses. Passed by consensus.

David resolved that the Treasurer's report be accepted as presented. Passed by consensus.

### 4. Business arising from previous minutes

#### 4.1. Summer Employment

David will follow up with Liz Lane at the CRC when he returns to Powell River in mid-May.

#### **4.2. AGM preparation and planning**

A special meeting to accept new memberships 30 days prior to the AGM is scheduled for Sunday, May 22. If no quorum is possible, the matter will be dealt with via email.

The information package (official notice of AGM, agenda, and financial statement) must be mailed out by June 2. The board may also send out the report from the directors if this is ready in time.

The Cranberry Community Hall has been booked for the AGM. David will send out email reminders within the next few weeks, including an invitation to sit on the board.

#### **4.3. Board recruitment**

David will explore the rules involving the nomination process for new board members and report back next meeting so that the process is clear to all.

#### **4.4. Follow-up on membership meeting of April 13, 2011**

Feedback has been positive. There was good discussion but it appears members are still somewhat ambivalent about how to get actively involved. Nola suggests there needs to be clarity re why someone would choose to do something through Skookum as opposed to self-initiating a project. David notes the ultimate goal is to build the value of community networking. A recurring theme appears to be the need for effective and easy communication between members. Ease of distribution and spin farming also appear to be high on the list of interests. The potato patch project is on hold until such time as a member is interested in taking this on.

The board agreed to fine-tune the email connections between members by reigniting the existing member's list in addition to the announcement list, which has limited access. It is hoped that members will use the member's list to share information and products, ask questions, etc. Those not interested will easily be able to opt out of the list. David will make sure the member's list is updated and send out a reminder of purpose, distinguishing between the two lists. Nola notes it is important to encourage members to use a good subject line that corresponds to the intent of the message.

#### **4.5. Chamber of Commoners**

Starts at 7:00 PM on May 4, 2011. The display board will be set up and David will ensure the appropriate handouts are available. A basket of local goodies will be put together and a mushroom log is also donated for the door prizes.

#### **4.6. Board governance**

Ongoing.

### **5. New business**

#### **5.1. Community Farms: June public event**

There is interest in developing farmland managed by the community or a group, with Pebble Beach Farm and the Cranberry Property cited as examples of property that could be maintained as agricultural land under this system. Farm Folk/City Folk are co-managing a Community Farm Programme and are a resource for the legalities involved in setting up a community farm. Heather Pritchard of FFCF would like to come to Powell River, perhaps with Carol Murray, to do a "road show" about such farms. June 17-19 is a suggested weekend but if Skookum sponsors the event, it might be better to postpone it so it can be advertised at the AGM on June 22.

David will check with the Farmers' Institute to see if they are interested in sponsoring or co-sponsoring this event and perhaps provide some financial support for it.

#### **5.2. Letter to city re chickens**

Tabled.

### 5.3. Letter to BC registrar

David will write a letter to request we be refunded the money we paid for a special resolution arising from the 2010 AGM, which did not require payment.

## 6. Recurring business

### 6.1. Projects

#### 6.1.1. Skookum Gleaners

The Gleaners will be the topic of interest at the May 18<sup>th</sup> Kale Force meeting at the CRC.

#### 6.1.2. Bulk Food Buying Project

Price lists have been compiled, using the Horizon and Left Coast catalogues and focusing on simple staples. A request for expression of interest from those interested in running for the coordinator position will be put out to the membership. Selection will be made through in-person interviews, with the final decision resting with the committee responsible.

#### 6.1.3. Calendar Project

No action at this time.

#### 6.1.4. Mushroom project wrap-up

This was a huge success. Nola states she put in about 30 hours of work for the sessions and found that volunteer assistants were necessary and helpful. She suggests in future the plugs should be weighed instead of counted out in individual batches, since this was a labour intensive and time consuming process. The classes should be limited to 15 people and advanced payment must be strictly adhered to. She notes printing is cheapest through CMG.

#### 6.1.5. Book shelf

Sharon notes costs through CGM for startup would include 11 cents per book for a bookplate identifying "property of" and "donated by", plus a one-time \$10 startup fee. This resource would be for members only, who could borrow books for up to a month. She suggests a deposit would be required, which could be refunded either partially or in full.

After some discussion the board suggested this project be put out to the membership to see if anyone is interested in taking it on. It will also be put out at the AGM.

Sharon will email the information to David and Giovanni, who will put it out to the membership as a blog post.

### 6.2. Fund Raising

No report.

### 6.3. Acceptance of new members

David resolved we accept the membership applications of Annabelle Tully-Barr; Ed Bereziak; Bruce Gainer; Kevin Wilson & Alfred Bolster (joint); Jill and Jamie McPhail (joint); Cynthia & Roly Demeester (joint). Passed by consensus.

## 7. Other business

None.

**8. Next meeting**

6:00 PM, Tuesday, June 7, 2011 at David and Giovanni's house.