

Tasks and commitments arising from Skookum board meeting of June 7, 2011

	Task/commitment	Who	When
*	Mail out membership package for AGM	David, Jan	June 8, 2011
*	Send out email reminders of upcoming AGM, including invitation to consider sitting on the Board.	David	June 22, 2011
*	Explore rules re new board member nomination process, for discussion at next meeting	David	ASAP
*	Update member's list and send out with reminder of purpose	David	July 5, 2011
*	Provide information re plans for Bookshelf to Giovanni so that he can post to membership re expressions of interest in organizing Book Shelf	Sharon	June 7, 2011
	Share mushroom report with other board members; compile information as required in financial statement	Jan, Sharon	July 5, 2011
	Explore the possibility of acquiring a credit card for Skookum through First Credit Union, to facilitate bulk food-buying.	Jonathan	July 5, 2011
	Check rules to see if members must have hard copy of minutes of last AGM; refine AGM Agenda to include "Reports from Projects"; print materials required for all members	David (with Jan as backup re printing)	June 22, 2011
	Narrate the prepared PSA for Skookum on CJMP community radio.	Giovanni	July 5, 2011

Resolutions brought forward at the Skookum board meeting of June 7, 2011

Resolution	Proponent	Outcome
That the minutes of the previous board meeting of May 3, 2011 be accepted as circulated.	David	Passed.
That the Treasurer's report be accepted as presented.	David	Passed.
The year-end financial statement be accepted as presented.	David	Passed.
That we pay \$50 to renew our membership in the B.C. Cooperative Association.	David	Passed.
That we approve \$200 seed money for the calendar project.	David	Passed.
That we accept the membership applications of Pete Tebbutt; France Gendron and Marc Dupis (joint members).	David	Passed by email.

Skookum Food Provisioners' Cooperative
Minutes of the board meeting of June 7, 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 board meeting of May 3, 2011 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 May 3, 2011. Results as noted on front page.

1.4. Agenda (accept or revise & accept)

Item 7.2 ("Edible Garden Tour: Sunday, August 7, 2011"), 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

David sent a letter to the BC Registrar requesting a refund for the unnecessary fee we paid for a special resolution at the last AGM to waive the auditor.

3. Treasurer's report

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

The board noted a final accounting of the mushroom project needs to be itemized in the financial report. Sharon will follow-up with this. The final report Nola submitted will be shared with the board.

Sharon presented a bill for \$50.00 to renew our membership in the B.C. Co-operative. David resolved we pay \$50 to renew our membership. Passed by consensus.

David reports a savings account has been set up at First Credit Union. He will work with Sharon to transfer the correct amount to this account to represent the cash reserve (30% of paid membership shares) required by our Rules.

The Board agreed that instead of having all board members enrolled as signers at First Credit Union as is currently the case, it would be more efficient to have a maximum of 3 signers for the next fiscal year.

Jonathan will explore the possibility of getting a credit card through the First Credit Union in Skookum's name, in order to more easily facilitate transactions to do with the bulk food-buying project.

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

The year-end report was reviewed. The board suggested an asterisk be put by the "membership" category, with an explanatory footnote noting the amount (30% of total fees) set aside as reserve. Assets and Liabilities have been included. Depreciation of assets has not been calculated. Sharon notes there was no bank account for the first 3 months and no income except for the seed money, so that this year-end report extends over 3 extra months.

David resolved the year-end report be accepted with the above noted change. Passed by consensus. David will mail it out June 8, 2011 along with other AGM-related information.

4. Business arising from previous minutes

4.1. Summer Employment

Involvement in utilizing the summer student in cooperation with the CRC has been deferred to Gayle Morton and the Skookum Gleaners team.

4.2. AGM preparation and planning

Refreshments will be provided. Julie will take care of beverages; Jan and Sharon will bring some baking; David will request donations from the membership as well.

David notes the ballots, the financial statement, notice of meeting, agenda and copies of the minutes from last year's AGM are all ready to go. The director's report is being prepared; share certificates will be brought to the meeting. David will check the Rules concerning the requirement to provide printed copies of the minutes to all members. David will get the required materials printed through CMG. If it can't be done through them, Jan will get the package printed elsewhere.

David will refine the agenda to include "Reports from Projects" under special business, including Skookum Gleaners and Bulk Buying.

4.3. Board recruitment

Ongoing.

4.4. Board Governance

David and Jan met with Laura Berezan and discussed the possibility of a workshop focusing exclusively on Skookum, for which Laura would charge a fee due to preparation time involved. She is also willing to facilitate a more general workshop involving numerous boards, which Skookum could organize and then utilize as a fundraiser, charging a small fee to attend; or Skookum could also take a collaborative approach to organizing this event and share whatever proceeds accrue.

After some discussion the board agreed to defer any decision to the new board.

4.5. Community Farms: June Public Event

David vetoed this event on Skookum's behalf, noting it was not manageable under current circumstances. He approached both the Land Conservancy and the Farmer's Institute for either financial or organizational support but neither was willing to take this on at this time. It is possible to bring Heather here for a workshop on the subject at a more suitable time such as October or November, with Farm Folk/City Folk paying for her expenses. The board fully supported David in this decision.

5. New business

None.

6. Recurring business

6.1. Projects

6.1.1. Skookum Gleaners

The board requests the Gleaners team send a copy of their meeting minutes. It was noted that financial or policy issues must come to the SFPC board for final decision-making.

Gayle Morton has taken over the Gleaners summer employment program coordination with Liz and will also contact Harry Burton re a future workshop.

An apple/fruit festival is being considered as a focus at the Fall Fair, both as a way of raising funds and public awareness/engagement.

6.1.2. Bulk Food Buying Project

The steering committee (David, Giovanni, Jonathan) met on June 4, 2011 with Wendy Pelton. She has agreed to take on the coordinator role for this project. She has experience in bulk food buying and has agreed to bring forward several possible models. She will be responsible for most decision-making but is aware that project standards and practices must comply with SFPC policy.

The steering committee feels the membership should have some say in creating more specific guidelines (e.g., organic, non-organic, or both). These issues will be brought up for discussion at the AGM.

6.1.3. Calendar Project

Giovanni sent out a project proposal on June 6/11. He hopes to raise about \$200 for Skookum with the calendar "What Grows Around" project. He will do a run of 50 in time for the Edible Garden Tour with more to be printed if needed. The calendar will be 8 ½ by 14 ½ inches and consist of woodcut art in black and white on buff paper. It will feature seasonal local planting and foraging tips and will cost \$8 for members and \$10 for non-members.

David resolved we support the calendar project with a cheque for \$200 seed money, required to cover printing cost. Passed by consensus.

6.2. Fund Raising

6.2.1. Grants-in-Aid

David notes our application for funding, submitted in time for last August's deadline, is currently on hold because the key person is apparently unavailable. He has been in touch twice with several people at City Hall but no one appears aware of the status of these grants.

6.3. Acceptance of new members

The board acknowledged accepting the membership applications of Pete Tebbutt and France Gendron & Marc Dupuis (joint members) in a special email meeting on May 23, 2011. The resolution to accept these members was passed by consensus.

7. Other business

7.1. Skookum PSA

Giovanni will narrate a PSA for Skookum on CJMP community radio, using the message he outlined in a previous email.

7.2. Edible Garden Tour: Sunday, August 7, 2011

Tabled until we get feedback from Transition Town re our possible role.

8. Next meeting

6:00 PM, Tuesday, July 5, 2011 at David and Giovanni's house, although the new board might need to set a new meeting schedule.