

Tasks and commitments arising from Skookum board meeting of July 12, 2011

	Task/commitment	Who	When
**	Provide information re plans for Bookshelf to Giovanni so that he can post to membership re expressions of interest in organizing Book Shelf	Sharon	Aug 2/11
*	Explore the possibility of acquiring a credit card for Skookum through First Credit Union, to facilitate bulk food-buying	Jonathan	Aug 2/11
*	Narrate the prepared PSA for Skookum on CJMP community radio.	Giovanni	Aug 2/11
	Man the SFPC information table during the Edible Garden Tour	Jacqueline, Jan	Aug 7/11
	Review AGM minutes for discussion and finalization	All board members	Aug 2/11
	Send required forms to BC Registrar along with appropriate payment	Jan	ASAP
	Contact Laura re timeframe for governance workshop and finalize a date that works for everyone	David	Aug 2/11
	Letter to First Credit Union re transfer of signing authority to Pete, David and Sharon	David	Aug 2/11
	Email Wendy Pelton requesting clarification of questions identified by the board re implementation of the Abundant Pantry bulk food buying project	Pete	ASAP
	Confer by email on the questions related to the Abundant Pantry bulk food buying project	All board members	As required
	Find out what kind of assistance Wendy might need with bookkeeping	David	ASAP
	Find out from Barry if it's critical the computer programme re the bulk food buying project be completed before he leaves	David	ASAP
	Check with contacts re the status of the Fall Fair	Pete, Jacqueline	Aug 2/11

Resolutions brought forward at the Skookum board meeting of July 12, 2011

Resolution	Proponent	Outcome
That the minutes of the previous board meeting of April 5, 2011 be accepted as circulated.	David	Passed.
That the association reimburse David \$37.53 for printing expenses and Julie \$19.24 for refreshment costs related to the AGM.	David	Passed
That the Treasurer's report be accepted as presented.	David	Passed.

Skookum Food Provisioners' Cooperative
Minutes of the board meeting of July 12, 2011

Present

- Jan Burnikell
- Sharon Deane
- Jacqueline Huddleston
- David Parkinson
- Giovanni Spezzacatena
- Pete Tebbutt
- 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 June 7, 2011 be accepted as presented, with minor editorial revisions. 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 June 7, 2011. Results as noted on front page.

1.4. Agenda (accept or revise & accept)

Items 2.1 ("Letter from registrar"), 2.2 ("Group insurance through BC Cooperative"), 5.6 ("Transfer of signing authority"), and 6.1.4 ("Canning Lids") added to the agenda.

1.5. Guest member presentation (if applicable)

No guest member was present.

2. Correspondence

2.1. Letter from registrar

No money will be returned to us for the unnecessary fee we unwittingly paid last year for the special resolution to waive the auditor.

2.2. Group insurance through BC Cooperative

Since we have no employees, we are not eligible for this, but it is information which may prove useful in future.

3. Treasurer's report

Sharon submitted a financial report for June 22/11 to July 12/11.

It was agreed that under "donations" the item 'sustainability Seminar' be changed to "Anonymous donation (May 2011)".

David resolved we accept the Treasurer's report with the change noted above. Passed by consensus.

Sharon notes the 30% of membership fees we are required to sustain as a minimum balance has been entered into a savings account under Plan 24 at First Credit Union.

Jonathan will continue to explore the possibility of getting a credit card for SFPC from First Credit Union.

David resolved he be reimbursed \$37.53 for printing costs and Julie \$19.24 for refreshments, both expenses associated with the AGM. Passed by consensus.

4. Business arising from previous minutes

4.1. Edible Garden Tour

This year's tour, August 7/11, is focusing on presentations, workshops and information tables at the gardens. If Pete's garden is chosen for the tour, he will display his cider press and rototiller and we will set up an information table there. Pete will try to get some members from his area involved. Jacqueline and Jan agreed to man the tables in two separate shifts. If Pete's garden is not on the tour, we will explore other options re presenting information and displaying Skookum's cider press.

5. New business

5.1. AGM Wrap-up

Overall, it was agreed the presentations were concise and informative. The board noted our AGM conflicted with several other important community events that evening, which may have contributed to the low attendance. We will consider having the AGM in late April or early May next year.

5.2. Review of AGM minutes

It was agreed all board members would review the AGM minutes for finalization at the next meeting.

5.3. Discussion of term limits and distribution of offices

Giovanni, Pete, David and Sharon will serve two-year terms dating from the last AGM. Jacqueline, Jonathan, and Jan will serve a one-year term.

Pete agreed to accept the office of President, with Jonathan as Vice President, David as Treasurer, and Jan as Secretary.

5.4. AGM and new director registration forms

The forms were filled out and will be sent to the BC Registrar with appropriate payment.

5.5. Governance workshop with Laura Berezan

David will contact Laura to discuss a possible date for this workshop that would work for both her and the board.

Pete is interested in working with Laura on membership involvement.

5.6. Transfer of signing authority

Pete, David and Sharon will have signing authority. David will write a letter regarding the transfer of signing authority, to include each person's name and the office they hold.

6. Recurring Business

6.1. Projects

6.1.1. Skookum Gleaners

The concept of assigning team leaders to various areas of the district is seen as being advantageous in terms of helping to incorporate the north and south areas into the project but the logistics are somewhat complicated and this idea is on hold for this year.

Pete notes there is increasing interest in the signs he has put up.

The summer student, Ryan, has put up posters and has designed a telephone survey for past donors in order to get their feedback and ideas. He would appreciate board input on the form, which has been sent out as an email. He is intending to talk to the realtors and Lawrence Edwards from Bear Aware.

The Lund Farmer's Cooperative is willing to sell surplus food.

Several farmers have indicated their interest in taking boxed windfalls.

Pete noted Gleaners is hoping to expand its base through outreach to schools and churches.

6.1.2. Bulk Food Buying Project

12 people responded to the email Wendy sent out. She is interested in doing a trial run to see how the project guidelines would work. She is working on a logo. At this time, people seem interested in placing a bi-monthly order using Sunshine Organics as the intermediary.

It was noted there needs to be more clarity re financial issues, particularly as to how the percentages are to work, and that this discussion could occur most effectively through email communication. Pete agreed he will email Wendy asking her to clarify the nature of the arrangement with Sunshine Organics, the question of percentages and how she sees that working, when and how she intends to initiate the trial run, and the matter of organic vs. non-organic products.

David will contact Wendy re bookkeeping involved and provide any assistance she needs. He will also contact Barry to find out if it's critical that the computer programme associated with the project be completed before he leaves.

6.1.3. Calendar Project

Giovanni notes he is open to all contributions of local gardening information for the calendar.

6.1.4. Canning Lids

A member has contacted David expressing interest in procuring more lids. David encouraged the member to take on the project, with support from himself and Giovanni. The board agreed the project would not be pursued until/unless there is interest from a member in running it.

6.2. Fund Raising

6.2.1. Update on Grants-in-Aid

David notes he has received no response to the 3 phone calls he has made requesting information, despite being told Dave Douglas would return his call. The board agrees it is appropriate to write a letter to the city about this situation.

6.2.2. Enterprising Non-Profit

This organization is coming to Powell River on October 11, 2011. They help start social enterprises with seed money to assist non-profits. It costs \$45 to attend the workshop. Gayle Morton is planning to go with a view to expanding Gleaners.

6.3. Acceptance of new members

None.

7. Other business

7.1. Mushroom Project Wrap-up

After the refund of the \$250 seed money, Skookum's portion of the profit came to \$25.51. The board agrees there needs to be some policy development as to how percentages for Skookum, community and coordinators will be determined. We also need to have a clear system for tracking this. It was noted that the workshops were very successful and generated a number of new memberships.

7.2. Planning for preserving workshops

The intention is to expand interest and increase member engagement in activities such as dehydration and canning of both fruit and vegetables.

7.3. Fall Fair planning

There is a possibility that the Fall Fair may not happen this year. Jacqueline and Pete will discuss the situation with some key people they know and report back.

Jonathan notes the fruit tree order could happen regardless of the outcome.

8. Next meeting

6:00 PM, Tuesday, August 2, 2011 at David and Giovanni's house.