

Tasks and commitments arising from extraordinary Skookum board meeting of June 17, 2012

Task/commitment	Who	When
Produce a draft policy manual for board consideration by September	Laura/Jan	Sept.5, 2012
Ask Stanley if he's interested in participating in development of draft policy manual	Pete	asap
Send out a President's Letter thanking/acknowledging people for the Table Scraps ideas and informing the membership of the outcome of the goal-planning meeting.	Pete	Summer, 2012
Inform membership of Almanac/Calendar/Elder Stories project and invite expressions of interest.	David/Project Team	Summer, 2012
Send out a memo to members about potential mid-week market for garden surplus, after checking on viability with the organizer.	Jacqueline	Summer, 2012
Discuss a potential collaborative partnership re SunCoast Grown with the Lund Farmers' Cooperative and the Agricultural Association lead people.	Pete	Summer, 2012
Research potential films on the subject of co-ops and discuss any possibilities with the Event Planning Team	Giovanni	Summer, 2012

Resolutions brought forward at the extraordinary Skookum board meeting June 17, 2012

Resolution	Proponent	Outcome
That the board authorize member, Mark Huddleston, to explore the idea of a retail co-op store on behalf of Skookum, and report the results back to the board before proceeding with grant applications.	David	Passed.

Skookum Food Provisioners' Cooperative

Minutes of the extraordinary board meeting of June 17, 2012

Present

- Laura Berezan
- Rosemary Bjorknas
- Jan Burnikell
- Jacqueline Huddleston
- David Parkinson
- Pete Tebbutt
- Giovanni Spezzacatena

1. Purpose of meeting

1.1. Long-term strategic planning vs. goal-setting

Laura pointed out that the former is a formalized process involving input from members, community stakeholders, and others, defining what we hope to have accomplished five years from now, whereas we are involved in the latter, with the purpose of determining what we want to achieve over the next year.

1.2. Directors' priorities

As a result of the ensuing discussion, the board acknowledges the value of collaboration and relationship building with other groups and is interested in pursuing these.

Unlike non-profits, who exist to fulfill an identified community need, with the line between service providers and service recipients often very distinctly drawn, a cooperative is member driven, so that without member engagement, it cannot fulfill its purpose. A co-op's board does not assume responsibility for service delivery but does provide/facilitate it for the members. It is important for the board to develop the structures to support the work necessary to this process. It is equally crucial that members be aware of membership benefits and responsibilities.

Each board member articulated his/her goals for this meeting:

David:

- To identify priorities and focus discussion
- How the project team can most effectively communicate that projects must be member driven and that the team will support those projects without assuming responsibility.
- Policy development to facilitate member involvement in initiating and coordinating projects.

Rosemary:

- Getting process/support structures in place to keep moving Skookum forward.
- Supporting members to take responsibility for what they want out of Skookum.

Giovanni:

- Clarity re what the co-operative model means/how Skookum fits into it/explains it.
- Completing the project manual.

Pete:

- Defining collaborative relationships with others, such as Farmer's Institute, Transition Town, PREDS, VIU, Career Link, First Credit Union, and how we can build relationship and cooperation with them.
- A workshop for members to clarify what a cooperative is and how it must function to be successful.

- Identify priorities and the process of how we will meet them, and communicating these to our membership

Laura:

- Identify priorities by the end of this meeting.
- Put out a process for how we will meet our #1 concern: how do we roll out projects/educate members in this regard.

Jacqueline:

- Decision on possible feasibility study for co-op store.
- SunCoast Grown: willing to volunteer to coordinate with the Farmer's Institute re adapting the document and implementation in Powell River.

Jan:

- Policy development and the creation of a policy manual, including general project policy.
- Development of clear procedures re specific projects with a view to reducing member intimidation at getting involved.

2. Policy development

It was agreed that while it is the board's responsibility to create the structure, it is important to ensure buy-in from the membership by creating mechanisms for effective feedback.

The project team is interested in developing procedures related to management of projects, creating supporting documents and offering support to members in running projects. The board is responsible for articulating the overall policy framework within which procedures can be developed.

Laura, Jan and one other person will develop general policy over the summer for presentation to, and possible ratification by, the board at the September board meeting.

Pete will ask Stanley Darland if he's interested in helping to develop the policy manual.

3. Table Scraps

The board decided there is enough informal policy to allow us to put out a blog post saying these items have been identified as of interest to members and that it is willing to support whoever is interested in following up. It was agreed that the initial contact should always be directed to the project team, who will then connect the interested party with the appropriate support person. It is important to increase member awareness of the fact that the board does not take responsibility for running workshops unless these involve membership education. The board's role is to develop policy so that members' interests (as providers or participants) are met but workshops that support our mandate and vision must be run by members.

The board agreed there needs to be formal acknowledgement of all the ideas generated in the Table Scraps. Pete will send out a President's Letter in this regard, reiterating that the board's role is not to actually sponsor and run workshops but to develop policies ensuring that members can engage in in them.

3.1. Co-op retail store

Mark outlined his vision in his communication with the board. In reviewing this, it is clear the concept fits within our vision and mission, as well as allowing for significant cooperation with numerous other groups, making it potentially possible for us to partner with others rather than assume sole responsibility for it. Mark is particularly interested in doing a feasibility study, including the collaborative aspect, and is asking for the board's approval.

It was noted that many of the ideas collected in the Table Scraps list could be incorporated into the concept of the store, which could be developed with a multi-purpose focus.

David resolved that the board authorize Mark to explore the idea of a retail co-op store on behalf of Skookum, and report the results back to the board before proceeding with grant applications. Passed by consensus.

3.2. Almanac/calendar/elder stories

A number of members have expressed interest in this project and since one of the board's responsibilities to bring people together, Pete and Rosemary will speak informally to members known to be interested and the project team will bring it to the general membership.

3.3. Coordination/collaboration with other groups

There is already some natural crossover with other organizations, given individual board member involvements and interests, but Skookum is still an unknown to quite a few groups. One of our goals for this year will be to continue building relationships and visibility, so that we are an organization that comes to mind when others are considering action/cooperation.

The board agreed to focus on the following:

- First Credit Union (Pete will take the lead, with David as backup)
- PRREDS (Powell River Regional Economic Development Society)
- Powell River Farmers' Institute (as a relationship we need to continue to develop)
- Powell River Tourism (perhaps SunCoast Grown can be included in their brochure once it is more clearly defined)

3.4. Sharing the abundance from the garden

Jacqueline reports that someone interested in doing this has contacted the FI and wishes to set up a mid-week "market" at the old Edgehill Store in order to sell surplus produce. He is looking for one committed person who will supply him with weekly produce, with supplementation from backyard gardeners.

Jacqueline will send a memo to the membership about this potential project after checking with this person.

4. SunCoast Grown

Pete presented SunCoast Grown to the Powell River Farmers' Institute, and reports this was well received but needs follow-up. Some concern was expressed re the amount of work to be done, as well as the validity of having a statement of agreement without the ability to monitor compliance, since, in itself, "the statement means nothing and people would inevitably cheat". The language of the guidelines needs to be clear and specific, with significant education around precisely what they mean because as it stands now, licensed growers are somewhat leery of the concept and this could become counterproductive.

Suncoast Grown could be an excellent way to educate both growers and the public re value of organic and local food. The guidelines state food must be grown by approved, organically certified standards, with the intent that people who can't afford to be officially certified could still be producers under that system. A lot of local food is not organically produced, although the public may not be aware of this. Suncoast Grown will bring clarity to this situation. It was noted the concept arose out of discussion within TAP as a way of letting people know what they're getting when they order local products. The focus is to nurture sustainable practice utilizing organic growing methods.

It was noted this is a draft document and ideas and input from others are important. Some concern was expressed as to what degree this actually fits our core purposes and, if it takes a lot of resources and energy, it may not be "cost effective". It may be more appropriate as a community project, which Skookum can actively support.

While the board recognizes this is a valuable effort, it is not a top priority at this time. Rather, it is viewed as a long-term project involving numerous partners. It is well worth pursuing since it does fit our mandate of encouraging local food production. It is also an excellent way to continue the collaborative conversation with the FI. The Agricultural Association and the Lund Farmer's Co-op could be potential partners and Pete will initiate a conversation with the lead people. As well, collaboration is envisioned with the lower Sunshine Coast.

Pete is willing to be contact point person on this, with Jacqueline's assistance.

Laura reports that "SunCoast Grown" is available as a trademark.

5. Fundraising

Parameters of fund-raising need to be defined in policy. For this year, any fundraising should be around member engagement/education re what it means to be a member of a co-op, membership rights and responsibilities, how to go about initiating projects, etc.

Giovanni will research potential films on the subject of co-ops and discuss any possibilities with the Event Planning Team.

Posters will go out soon about the Edible Garden Tour.

6. Other

6.1. Roles and Responsibilities of Membership

It may be advisable to develop a "Roles and Responsibilities of Membership" in policy under a heading such as Participation Policy. It does not need to be enforced, but does encourage people to get involved in tangible ways.

6.2. Business cards

Giovanni presented the business/information card prototype. It was suggested the website be printed a little larger to increase visibility and be written as "website: skookumfood.ca"

Giovanni was given board approval to procure \$30 worth of cards.

7. Summary

1. Commitment by the board to have a draft policy manual available for presentation to the board by September.
2. Encourage Mark to explore the concept of the retail co-op store project.
3. Connect members interested in working on the Almanac project.
4. Continue building relationships and visibility over the next year with the Farmers' Institute, PRREDS, First Credit Union and Powell River Tourism.
5. Long-term goal: continue to build collaborative connections with the Farmers' Institute on SunCoast Grown, and explore additional partnerships with the Agricultural Association, the Lund Farmers' Cooperative and the Lower Sunshine Coast.

8. Next meeting

6:00 PM, August 1, 2012, at David and Giovanni's house.