

## Tasks and commitments arising from Skookum board meeting of July 18, 2013

	Task/commitment	Who	When
****	Write a summary of key points made at special board meeting	Jan	Aug. 8, 2013
*	Check whether the cash reserve should include membership share payments for members who have withdrawn from membership	Laura	Aug. 8, 2013
*	Ask Melissa Leigh about the \$50 filing fee for the Annual Report	Laura	Aug. 8, 2013
*	Research cost of insurance policy from Westview Insurance, First Credit Union, and The Co-operators	Laura	Aug. 8, 2013
*	Format the cider press waiver so that it is ready for rentals this season	Jan	Aug. 8, 2013
*	Email Sausage Maker to get a copy of their most up-to-date catalogue	Jan	Aug. 8, 2013
*	Ask Jacqueline if she is willing to be the chief wrangler for the Fall Fair cider-pressing	Pete	Aug. 8, 2013
	Contact Kathy Rothwell at Brooks Secondary School about possible course content on cooperatives	Laura	Aug. 8, 2013
	Complete edits on the cider press waiver	Jan	Aug. 8, 2013
	Format the cider press waiver	David	Aug. 8, 2013
	Find a couple of members willing to display the cider press during the Edible Garden Tour	David	Aug. 4, 2013
	Research gas burner for cider press setup	Pete	Aug. 4, 2013
	Ask Carol Murray for suggestions for a visiting speaker	Laura	Aug. 4, 2013
	Prepare a welcome package to be mailed out to new members	David	Aug. 4, 2013

## Resolutions brought forward at the Skookum board meeting of July 18, 2013

Motion	Outcome
That the board accept the minutes of the board meetings of June 13, 2013 as circulated.	Passed.
That the board accept the budget presented by Treasurer Laura Berezan.	Passed.



**Skookum Food Provisioners' Cooperative**  
**Minutes of the board meeting of July 18, 2013**

**Present**

- Laura Berezan
- Rosemary Bjorknas
- Jan Burnikell
- Julia Downs
- David Parkinson
- Giovanni Spezzacatena
- Pete Tebbutt

**1. Opening business**

**1.1. Board member sign in**

All board members present signed the attendance sheet.

**1.2. Minutes of board meeting of June 13, 2013 (accept or revise & accept)**

There was a resolution to accept the minutes of the board meeting of June 13, 2013. The resolution passed by consensus.

**1.3. Review of tasks/commitments from board meeting of June 13, 2013**

The board reviewed the list of tasks and commitments from the minutes of the previous board meeting of June 13, 2013, with the results as indicated in the table on the first page of these minutes, where the number of asterisks next to a task shows how many times this task has been carried over.

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

The board accepted the agenda as circulated.

**1.5. Guest member presentation**

There was no guest member present.

**1.6. Policy review**

There was no policy review.

**2. Correspondence**

There was no correspondence.

**3. Treasurer's report**

There was no statement for the month of June, but Laura noted that it was a fairly slow month, with only two cheques written and no income to report. As of the date of this meeting, the balance in the Association's chequing account was \$3317.85, and the balance in the savings account (cash reserve) was \$816.62.

Laura also noted that the Association received a donation of \$140 from member Don Mitchinson, as his contribution coming from the bulk purchase of fruit trees.

The board reviewed and discussed the budget that Laura presented. There was a resolution to accept the budget as presented. The resolution passed by consensus.

#### **4. Business arising from previous minutes**

##### **4.1. Quotes for insurance (liability and directors' & officers' coverage)**

Laura reported that she is still waiting to hear back from the Co-operators Insurance with a quote for liability and directors' & officers' insurance. She filled out an online application form with Westview Insurance and is also waiting to hear back from them. First Insurance does not provide commercial insurance. She will continue to look for information on insurance.

##### **4.2. Waiver for use of cider press**

Jan will continue to work on the edits to the cider press waiver and get it to David for final formatting.

##### **4.3. Board manual**

Jan and Laura will continue to work on the board manual as time allows; and probably not until the fall.

##### **4.4. Defining Diversity: Creating Community course at Vancouver Island University**

The board discussed the Association's participation in the course being offered at Vancouver Island University in the fall. David will continue to stay in touch with member Alison Taplay to see how the Association can best encourage members to participate.

#### **5. Recurring business**

##### **5.1. Events & member engagement**

###### **5.1.1. Report from June 30 members' social**

The board discussed the June 30 members' social held at Lyn Adamson & Kathie Mack's house. All agreed that it was a good event and that the board should continue to plan these events which bring members together. The food prepared by member Jacqueline Huddleston was wonderful, as expected.

The board signed thank-you cards for Lyn & Kathie and for Jacqueline to acknowledge their generous contributions to the success of the event.

###### **5.1.2. Edible Garden Tour: cider press**

David mentioned that it would be a good idea for the Association to have its cider press on display during the Edible Garden Tour on Sunday August 4. He will continue to work to find a couple of members willing to move the press, talk about the Association, and hand out membership application forms.

###### **5.1.3. Fall Fair**

The board discussed the annual cider-pressing at the Fall Fair (September 21 & 22, 2013). Pete will ask Jacqueline Huddleston if she is willing to take the lead on organizing the mobile kitchen setup again this year. He will also do some research into the cost of buying a gas burner to replace hers.

###### **5.1.4. Member engagement event: Visiting speaker**

Giovanni mentioned holding a public engagement and awareness-raising session with a visiting speaker and asked for ideas. Laura volunteered to ask Carol Murray at the BC Co-operative Association for suggestions.

## **5.2. Membership**

David reported that the Association now has 137 memberships comprising 186 members. There were two new memberships and three new members since the last board meeting: Kathy Ketler; and Malerie Meeker & John Adcock (joint). One member (Tanya Kuiper) withdrew from membership.

David will prepare a welcome package to be mailed out to new members, containing their share certificate, some information about the Association and its goals and activities, and information about Powell River Dollars and how they benefit the Association.

## **5.3. Projects**

### **5.3.1. The Abundant Pantry**

The July order totaled approximately \$1800.

#### **5.3.1.1. BC CASA (Cafe Justicia)**

The Cafe Justicia order arrived in time for the pickup day, although there was reportedly an inconsistency in the amount paid for shipping. Laura will work with Jacqueline and adjust members' invoices if necessary.

### **5.3.2. Tattler lids**

Giovanni reported that he still has lids to sell. He will continue trying to sell them to members.

### **5.3.3. Sausage Maker**

Jan reported no update. She will continue to try to get an up-to-date catalogue and price list from them. The board agreed that it did not have the capacity to organize a group purchase this summer, but that it would be a good idea for the summer of 2014.

### **5.3.4. Cover crop seeds**

Giovanni reported that he still has cover crop seeds to sell. He will continue trying to sell them to members.

### **5.3.5. Group dehydrating**

David will continue to work on this with interested members.

## **5.4. Fundraising**

### **5.4.1. Cider press repairs and related equipment**

David reported that members Claire MacPherson and Scotty deVries have finished overhauling and cleaning the cider press. The board signed a thank-you card to acknowledge their contribution to keeping the Association's cider press in good condition.

## **6. New business**

There was no new business.

## **7. Next meeting**

The next meeting is to be held on the second Thursday of August: August 8, at 6:00 PM at Giovanni's & David's house at 6916 Invermere Court.