

Tasks and commitments arising from Skookum board meeting of January 2, 2014

	Task/commitment	Who	When
*****	Write a summary of key points made at special board meeting	Jan	2014
****	Format the cider press waiver	David	Feb. 1, 2014
*	Ask Melissa Leigh to move the \$50 filing fee for the Association's Annual Report into the "Accounting & Legal" account	Laura	Feb. 1, 2014
*	Talk to Nicholas Simons to see if he has any insight into how organizations like the Association might intervene in the review of the ALC/ALR	Jan	Feb. 1, 2014
	Reconcile the savings account with the current number of memberships	Laura	Feb. 1, 2014
	Review some of the complications arising from the bookkeeping for Powell River Dollars	Laura, Melissa L.	Feb. 1, 2014
	Report on shares and dues in the BCCA	Laura	Feb. 1, 2014
	Ask Seafirst Insurance if it would be possible to have a policy for liability coverage alone	Laura	Feb. 1, 2014
	Send the board the application to Townsite Brewing for participation in their 2014 growler program	Laura	Feb. 1, 2014
	Contact Tara to arrange lunchtime presentation at First Credit Union	David	ASAP
	Ask Jacqueline whether she would be willing to organize a members' social	Laura	Feb. 1, 2014
	Prepare interim or final report on Rancho Vignola order	David	Feb. 1, 2014
	Present a proposal for reviving the Project Team	Giovanni	Feb. 1, 2014
	Inform Ron Berezan of the outcome of the board's resolution to support the grant application to Kitchen Gardens International	Pete	ASAP
	Organize and staff information table on behalf of the Association at Groundswell conference at VIU	David	Jan. 29, 2014

Resolutions brought forward at the Skookum board meeting of January 2, 2014

Motion	Outcome
That the board accept the minutes of the board meetings of November 14, 2013 as circulated.	Passed.
That the board accept the Treasurer's Report as presented.	Passed.
That the board support the grant application to be made to Kitchen Gardens International listing the Association as the sponsoring non-profit.	Passed.

Skookum Food Provisioners' Cooperative

Minutes of the board meeting of January 2, 2014

Present

- Carol Battaglio (Guest member)
- Laura Berezan
- Rosemary Bjorknas
- Julia Downs
- David Parkinson
- Giovanni Spezzacatena
- Pete Tebbutt

Absent

- Jan Burnikell

1. Opening business

1.1. Board member sign in

All board members present signed the attendance sheet.

1.2. Minutes of board meeting of November 14, 2013 (accept or revise & accept)

There was a resolution to accept the minutes of the board meeting of November 14, 2013 as circulated. The resolution passed by consensus.

1.3. Review of tasks/commitments from board meeting of November 14, 2013

The board reviewed the list of tasks and commitments from the minutes of the previous board meeting of November 14, 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, with the addition of items 6.2 ("Sycamore Commons funding proposal") and 6.3 ("Table at Groundswell conference").

1.5. Guest member presentation: Carol Battaglio

Member Carol Battaglio talked about the farm she has been creating on 30 acres of land in the Agricultural Land Reserve located in the Cranberry neighbourhood. She has goats, alpacas, a food-producing garden, including hops. Her long-term vision is to use this urban farm as a place for members of the community to farm, particularly concentrating on developing it into a place for therapeutic gardening along the lines of Providence Farm in the Cowichan Valley on Vancouver Island.

The board let her know that she is always welcome to mobilize members of the Association for purposes of workshops or work parties.

1.6. Policy review

This item was tabled.

2. Correspondence

There was no correspondence.

3. Treasurer's report

Laura presented the Treasurer's Report for the month ending December 31, 2013. The balance in the Association's chequing account as of that date was \$4128.22, with \$870.04 in the savings account holding the cash reserve (30% of all membership shares). Laura noted that she needs to reconcile the savings account with the current number of memberships.

There were several outstanding cheques as of the month-end, and Laura reported that the Abundant Pantry order from November was very complicated and difficult to sort out. There was still an unresolved issue to do with the Cafe Justicia part of the order.

Laura and bookkeeper Melissa Leigh will need to get together to review some of the complications arising from the bookkeeping for Powell River Dollars.

Laura reviewed the balance sheet with the board, noting that the November Abundant Pantry order was larger than average and accounted for all income generated in November and December 2013. Melissa Leigh had changed the reporting format so that the amount paid out as contractors' honorariums would now be visible in the monthly reports.

A resolution was brought forward to accept the Treasurer's Report as presented. The resolution passed by consensus.

3.1. BCCA fees

Laura reported on the outcome of her efforts to determine where the Association stood with respect to its ownership of shares and payment of dues to the BC Co-operative Association (BCCA). It appears that the Association owns 11 shares in the BCCA with a value of \$110 (\$10 per share) and Laura was waiting to hear back about the dues.

4. Business arising from previous minutes

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

Laura reported that an acquaintance of Dan Dyble at Seafirst Insurance was able to provide the Association with a quote for insurance coverage: a \$1300 annual premium for two million dollars of liability coverage as well as directors' and officers' insurance, or \$1100 for one million dollars of liability coverage as well as directors' and officers' insurance. The board asked Laura to find out if it would be possible to have a policy for liability coverage alone.

4.2. Board manual

This item was tabled.

4.3. Townsite Brewing

Laura reported that she submitted the Association's application to Townsite Brewing for participation in their growler program for 2014. She will send the application to the board.

4.4. Report back from meeting with Tara Chernoff at First Credit Union

Pete reported that the proposed lunchtime presentation did not happen in December. David committed to contacting Tara to see if he and Laura could carry on with this effort while Pete will be away on holiday.

4.5. ALR petition or letter of support

This item was tabled.

4.6. Participation in Film Festival (February 12-16, 2014)

There was no update here, as all of the documentary films for the festival were chosen by December and none of them seemed appropriate for the Association to present.

5. Recurring business

5.1. Acknowledgments & gratitude

There were no individuals or organizations needing to be recognized this month.

5.2. Events & member engagement

The board recognized that it was already January, one of the months in which it had committed to holding a members' social event. Laura volunteered to ask Jacqueline whether she would be willing to organize something.

5.3. Membership (149/201)

David reported that as of this meeting there were 149 memberships and 201 members. The only new member since the previous board meeting was Vanessa Sparrow.

5.4. Projects

5.4.1. The Abundant Pantry & Cafe Justicia

Laura and Pete reported that the contract with the project coordinator Wendy Pelton has not yet been reviewed and signed. They did not expect any changes to the contract. The contract with the supplier, Sunshine Organics/Ecosentials, also needs to be reviewed, but this will likely have to wait until after Sunshine Organics has finished its relocation to a new store, sometime in early 2014.

The board discussed the challenges with Cafe Justicia, especially the problem that the shipping costs are disproportionately high when the amount ordered is small. One solution would be for someone traveling from Vancouver to pick up the Cafe Justicia order and transport it to Powell River. As Carol Battaglio's work takes her to Vancouver weekly, she might be able to do this. David volunteered to connect her with Jacqueline Huddleston, who is currently the point person for Cafe Justicia orders, to see if they can work something out.

5.4.2. Rancho Vignola

David reported that, with the exception of two back-ordered items, the Rancho Vignola order is complete. He will prepare a report for Laura and Melissa before the next board meeting.

5.4.3. Tattler lids

Giovanni reported that there were still quite a lot of lids remaining. Carol offered to sell some of them at the Saturday market, which she attends regularly.

5.5. Fundraising

No update.

6. New business

6.1. New project team

Giovanni expressed his belief that the Association needed a Project Team once again, or at least a person tasked with encouraging members to create projects and support them in doing so. He volunteered to look into this and present a proposal for the next board meeting.

6.2. Sycamore Commons funding proposal

Member Ron Berezan had emailed before this board meeting letting the board know that he intended to apply for a small grant for community food gardens (up to \$500) from the organization Kitchen Garden's International (<http://kgi.org/grants>). The grant would be to support the Sycamore Commons project, which the Association is a partner in. Any grant monies received would be directed to Permaculture Powell River, but the Association would be named as a sponsoring non-profit. The deadline for applications is January 5.

A resolution was put forward to support this grant proposal. The resolution passed by consensus. Pete volunteered to inform Ron of the outcome.

6.3. Table at Groundswell conference

David informed the board about the Groundswell conference being held at Vancouver Island University on Wednesday January 29, 2014. There will be an opportunity to have an information table, and David volunteered to follow up on this and staff the table during the lunch break.

7. Next meeting: Saturday February 1, 2014 at 9:00 AM (6916 Invermere Ct.)

Due to various obligations and conflicts, the board decided to meet next on Saturday February 1 at 9:00 in the morning.