

Tasks and commitments arising from Skookum board meeting of June 16, 2014

	Task/commitment	Who	When
****	Ask Seafirst Insurance if it would be possible to have a policy for liability coverage alone	Tara	ASAP
*	File the contract between the Association and Sunshine Organics/Ecosentials at Kingfisher Used Books	Jan, David	ASAP
	Take the minutes of this meeting to First Credit Union to initiate the process of changing the Association's authorized signers	David	ASAP
	Amend the minutes of the 2014 AGM to include precise figures for financial statement and change "Three members..." to "Four members..." on page 2	David	ASAP
	Talk with member Lyn Adamson to see if we might plan a members' social at her house again	Laura	ASAP
	Look for liability insurance rates	Tara	ASAP
	Contact Ron Berezan to learn more about fruit-tree gleaning project on Vancouver Island	David	ASAP
	Email the membership to find out if anyone is interested to take Cafe Justicia on as a project	David	ASAP
	Contact the Evil Cherry Co. by phone to get more details about ordering cherries	Dan	ASAP
	Follow up with Garrett Townsend at the CRC about the potato co-op	Tara	ASAP
	Contact the BC Co-operative Association to learn about what other cooperatives are doing about anti-spam legislation	Laura	July 15, 2014
	Mail Annual Report and Notice of Change of Directors forms to the BC government	David	ASAP

Resolutions brought forward at the Skookum board meeting of June 16, 2014

Resolution	Outcome
That Laura Berezan, Tara Chernoff, & Edward Sanderson have signing authority on the Association's chequing account (#416032) at First Credit Union.	Passed.
That the board accept the minutes of the board meeting of April 10, 2014 as circulated.	Passed.

Skookum Food Provisioners' Cooperative

Minutes of the board meeting of June 16, 2014

Present

- Laura Berezan
- Tara Chernoff
- Dan Glover
- Chris Matheson
- David Parkinson
- Edward Sanderson
- Pete Tebbutt

1. Opening business

1.1. Board member sign in

All board members present signed the attendance sheet.

1.2. Allocation of offices and other roles

After some discussion about the legally required offices (President, Vice President, Treasurer, & Secretary) and other available board roles, the directors decided on the following allocation of offices and roles:

Laura Berezan	Events Coordinator, Policy Team
Tara Chernoff	President
Dan Glover	Projects Coordinator, TAP Team
Chris Matheson	Bookkeeper, Communications Coordinator
David Parkinson	Secretary, Membership Coordinator, TAP Team
Edward Sanderson	Treasurer, TAP Team
Pete Tebbutt	Vice President

Two of the five directors acclaimed at the AGM will be stepping into the second years of Julia Downs' & Giovanni Spezzacatena's two-year terms. The board agreed that Laura & Chris will serve out these terms until the 2015 AGM; Tara, Dan, & Edward will serve two-year terms.

It was resolved that Laura, Tara, & Edward have signing authority on the Association's chequing account (#416032) at First Credit Union. The resolution passed by consensus.

1.3. Minutes of board meeting of April 10, 2014 (accept or revise & accept)

It was resolved that the board accept the minutes of the board meeting of April 10, 2014 as circulated. The resolution passed by consensus.

1.4. Minutes of AGM of May 13, 2014 (revise as needed)

The board reviewed the draft minutes of the 2014 Annual General Meeting. David will follow up with Laura to get the precise figures for the section on the financial statements; Chris pointed out that "Three members..." in the first full paragraph on page 2 should read "Four members...". David will amend the minutes accordingly.

1.5. Review of tasks/commitments from board meeting of April 10, 2014

The board reviewed the list of tasks and commitments from the minutes of the previous board meeting of April 10, 2014, 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.

David will follow up with Jan to find out about the filing of the contract between the Association and Sunshine Organics/Ecosentials.

1.6. Agenda (accept or revise & accept)

The board accepted the agenda as circulated, with the addition of item 6.3 ("AGM post-mortem").

1.7. Guest member(s)

There was no guest member present.

1.8. Policy review

David gave all the directors a binder containing the Memorandum of Association, Rules, and the Board Policy Manual with sections 1-6 which have been accepted by resolution (sections 1,2 at the board meeting of March 13, 2014; sections 3-6 at the board meeting of April 10, 2014). Laura briefly reviewed the contents of the manual and noted that she & Jan are continuing to work on forthcoming sections on equipment use, member relations, & projects.

2. Correspondence

There was no correspondence.

3. Treasurer's report

There was no Treasurer's Report, but Laura presented the Association's balances in its savings & chequing accounts: \$1015.03 & \$3919.22 respectively. Laura will work with the new Bookkeeper Chris Matheson and Treasurer Edward Sanderson to hand off the books and other pertinent information.

4. Business arising from previous minutes

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

Tara offered to take on the task of following up on quoted for insurance, particularly in light of the increased need for liability insurance if the Association starts to sponsor fruit-picking and -processing activities.

5. Recurring business

5.1. Acknowledgments & gratitude

There were no acknowledgments of members' contributions, as much of this was done at the recent AGM.

5.2. Events & member engagement

5.2.1. Summertime members' social

Laura will talk with member Lyn Adamson to see if we might plan a members' social at her house again.

5.3. Membership

David reported that there were 161 memberships comprising 219 members as of this board meeting, with the two most recent membership applications from Ionatan Waisgluss & Courtney Dutchak (joint) and Kelly Hodgins. The correct figures should have been 163 & 222 respectively, since the previous numbers were not adjusted to take these two applications into account.

5.4. Projects

5.4.1. Skookum Gleaners

The board discussed some of the ramifications of taking on the Gleaners project again, after running it in 2010/2011 and then abandoning it as it was causing too much work for the board. Topmost was the concern about liability insurance; Tara offered to follow up on this to see what rates she could find through Seafirst Insurance and elsewhere. In the meantime, David will continue organizing the list of pickers and other volunteers, develop promotional materials, and get procedures in place. He is hoping that the parish council of St. David's & St. Paul's Anglican Church in Townsite will give the go-ahead to use the church kitchen for processing fruit. If canning activities take place, these will most likely need to go elsewhere, as the kitchen of the Anglican Church is not ideal for canning.

Laura suggested that David contact Ron Berezan to learn more about one of the fruit-tree gleaning projects on Vancouver Island that Ron knows about.

5.4.2. Abundant Pantry

There was not a lot to report: the Abundant Pantry Advisory Team met on May 22, 2014 and talked about the usual matters as well as Wendy's evolving plans for the Stocking-Up Roadshow, which is developing into a daylong emergency-preparedness workshop to be led by Skookum in partnership with various groups and individuals in the region. The board acknowledged that eventually this workshop might need to spin off out of the Abundant Pantry Advisory Team to become its own project, but for now it is fine to leave the planning there.

5.4.3. Cafe Justicia

The board discussed the impasse with Cafe Justicia: since the order cycle for Cafe Justicia doesn't match well with the Abundant Pantry order cycle, and since no member has stepped up to promote Cafe Justicia among the membership, the Association's sales have dropped to nothing. The board decided to make one final attempt to see if there is a member willing to take this on as a project; David will email the membership to find out if anyone is interested.

5.4.4. Sausage Maker order

David presented his proposal to make another group order from The Sausage Maker, since he needs plastic mesh screens for the large dehydrator which he hopes will be housed at the St. David's & St. Paul's Anglican Church in Townsite. He will work with Patricia Wilkinson, who organized the group order in 2012, to learn how she did it, and follow the same procedure. As the project develops, he will report back to the board about how the finances will work, but stated that he is not particularly interested in personal remuneration but hoped that some profit might be used to defray costs of the Gleaners project.

5.4.5. Group order from Evil Cherry Co.

Dan has found a couple of members willing to help with this bulk order of cherries and peaches (later in the summer). He will contact the Evil Cherry Co. by phone and hoped to arrange for an order in the next couple of weeks.

5.5. Fundraising

This item was tabled.

6. New business

6.1. Potato co-op

Tara reported back on her conversation with Garrett Townsend, summer student at the Community Resource Centre. Lyn Adamson, who has been working with Garrett on the idea of a potato co-op, is interested in having another organization take this on as a project after this summer, so Tara will follow up with Garrett to learn whether he got a response from the Association's membership and how the Association might support this project.

6.2. Anti-spam legislation

Laura introduced this topic, although it was unclear how the Association needed to respond to the introduction of new anti-spam legislation by the federal government. To better understand what the Association needs to do (if anything) about its internal communications with members and communication among the membership via the email list members@skookumfood.ca, Laura will contact the BC Co-operative Association to learn about what other cooperatives are doing.

6.3. AGM post-mortem

David reported that he had not yet mailed off the Annual Report and Notice of Change of Directors forms to the BC government. He will do this immediately, as they are late.

The board discussed the low turnout at the recent AGM and to what extent it was worth working harder to get more members out to the Association's AGMs. There was no clear conclusion, but the general feeling was that the membership needed to be more engaged throughout the year before the board can expect much more interest in the AGM.

7. Next meeting

The board determined to meet regularly on the third Tuesday of the month. So the next meeting was set for Tuesday July 15 at 6:00 PM at Chris' house, although subsequently changed to Wednesday July 16, same time and place.