

Tasks and commitments arising from Skookum board meeting of October 21, 2014

	Task/commitment	Who	When
*****	File the contract between the Association and Sunshine Organics/Ecosentials at Kingfisher Used Books	Jan, David	Nov. 18, 2014
**	Fill out application form for Townsite Brewing's growler program for 2015	David	Dec. 1, 2014
**	Set up initial planning meeting for food storage project	Tara	ASAP
*	Invite a member to attend the next board meeting	Tara	Nov. 18, 2014
*	Research whether Square would be a suitable method for accepting payments from members	Tara	Nov. 18, 2014
*	Find the Association's banner	Pete	Nov. 18, 2014
*	Fill out and submit government survey about cooperatives, with assistance from other directors as needed	Edward	Nov. 18, 2014
	Provide the board with two new sections of the Board Policy Manual for review at the board meeting	Laura	Nov. 18, 2014
	Provide the board with an annual schedule for review of the Board Policy Manual	Laura	Nov. 18, 2014
	Track down discrepancy in the amount of Tattler lids sold at the 2014 Fall Fair	Edward	Nov. 18, 2014
	Follow up with the BC Co-operative Association (BCCA) to find out about any fees or membership share costs owing	Edward	Nov. 18, 2014
	Review the Association's Vision, Mission, Values, & Principles	Board	Nov. 1, 2014
	Confirm use of the First Credit Union boardroom for strategic planning	David	ASAP
	Confirm times and other logistical details of strategic planning with Alison Taplay	David	ASAP
	Send around the link to the members' survey	Chris	ASAP
	Thank-you cards for Jacqueline Huddleston, Uli Herl, the Parish Council of the Church of St. David & St. Paul, & Gary Burnikell	David	ASAP
	Write up a manual on how to run the Fall Fair cider-pressing	David	May 2015

**Tasks and commitments arising from Skookum board meeting of October 21, 2014
(continued)**

	Final report on Gleaners project for 2014	David	Jan. 2015
	Follow up with Michelle Hignell about sponsorship of film "Just Eat It: A Food Waste Story" in the 2015 Powell River Film Festival	Pete	Nov. 1, 2014

Resolutions brought forward at the Skookum board meeting of October 21, 2014

Resolution	Outcome
That the board accept the minutes of the board meeting of September 16, 2014 as circulated.	Passed.
That the board accept the Treasurer's Report as circulated.	Passed.

Skookum Food Provisioners' Cooperative
Minutes of the board meeting of October 21, 2014

Present

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

Absent

- Tara Chernoff

1. Opening business

1.1. Board member sign in

All board members present signed the attendance sheet.

1.2. Agenda (accept or revise & accept)

The board accepted the agenda as circulated with the addition of items 4.5 ("Strategic planning"), 4.6 ("Chamber of Commerce presentation"), & 5.4.5 ("Follow-up on Evil Cherry orders").

1.3. Minutes of board meeting of September 16, 2014 (accept or revise & accept)

The board resolved to accept the minutes of the board meeting of September 16, 2014, as circulated. The resolution passed by consensus.

1.4. Review of tasks/commitments from board meeting of September 16, 2014

The board reviewed the list of tasks and commitments from the minutes of the previous board meeting of September 16, 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.

1.5. Guest member

There was no guest member.

1.6. Policy review

There was no policy review.

Laura will have two more sections for review for the next board meeting and will provide the board with a schedule for regular review of sections of the manual throughout the year.

Laura noted that the version of the Board Policy Manual that was circulated did not have the dates on which the board adopted the various sections of the manual. David will fill these in with the date of April 2, 2014.

2. Correspondence

There was no correspondence.

3. Treasurer's report

Edward reported on the Association's finances. As of September 30, 2014, the Association had \$10,179.39 in its chequing account and \$1,123.19 in its savings account. Gross sales of cider and Tattler lids at the 2014 Fall Fair was \$834.30 (cider) & \$76.00 (lids), although there was a discrepancy in the amount of Tattler lids sold that Edward will track down.

The board resolved to accept the Treasurer's Report as circulated. The resolution passed by consensus.

3.1. Budget

Edward presented a draft budget which the board discussed and amended. He noted that the budget as presented did not include the expenses related to the planned strategic planning session on November 1, 2014. These expenses might be paid out of the funds set aside by First Credit Union, but there might still be funds left over which need to be accounted for.

Edward will follow up with the BC Co-operative Association (BCCA) to find out about any fees or membership share costs owing, since the Association has not received an invoice from the BCCA for the cost of 2014-2015 dues or shares.

4. Business arising from previous minutes

4.1. Square for taking payments

Tara was not present, so there was no update.

4.2. BCCA governance roundtable

This event was canceled or postponed.

4.3. Emergency services

No update. Dan will continue to follow this matter and report to the board as appropriate.

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

Laura responded to Westview Insurance's questions and submitted the Association's application for insurance coverage. This now rests with Westview's underwriter.

4.5. Strategic planning

The board discussed the details of the upcoming strategic planning session on November 1, 2014.

The directors will review the Association's Vision, Mission, Values, & Principles, which can be found in the first section of the Board Policy Manual.

David will confirm that the board can use the boardroom at First Credit Union, will confirm the times (9:00 AM to noon; working lunch from noon to 1:00 PM; 1:00 PM to 2:30 PM or so) with the facilitator Alison Taplay, and will check to see if it will be acceptable with Alison and her co-facilitator Wayne Hanson that the board prepare a potluck lunch. David will also put together a list of the Association's projects since incorporation and circulate that for review.

Chris will send around the link to the members' survey.

The board discussed the extent to which it wished to focus on the Gleaners project during the strategic planning.

4.6. Chamber of Commerce presentation

This event was canceled.

5. Recurring business

5.1. Acknowledgments & gratitude

David will send out thank-you cards to Jacqueline Huddleston, Uli Herl, & the Parish Council of the Church of St. David & St. Paul, thanking them for their contributions to the October members' social. He will also send a thank-you card to Gary Burnikell, thanking him for his management of the cider press rentals for the 2014 season.

5.2. Events & member engagement

The board discussed the members' social held on Sunday October 19. Laura counted 23 attendees. The board talked about how attendance might be increased for future socials. Laura suggested that the board might target some of the members who have not participated in any projects and phone some of them to encourage them to come out. The overall feeling was that the event was a good one, the food being especially wonderful, and that members would enjoy attending if they did come out.

Laura is planning another members' social for January or February 2015.

5.3. Membership

David reported that the Association, as of this board meeting, had 181 memberships comprising 250 members. The following are new members since the last board meeting:

- Lesley Moseley & George Doubt (joint);
- Pat Christie;
- Lyla Smith;
- Dyanne Zitko;
- Roy & Rayana Blackwell (joint);
- Mary & Deirdre Hasler (joint);
- Max & Winnie Ferrier (joint);
- Sonia Kelshaw & Freeman Agorista (joint);
- Will & Brenda Van Delft (joint).

5.4. Projects

5.4.1. Fall Fair

David reported that this event went well, with net profit somewhere around \$600, lots of good publicity for the Association & its cider press, and several new members. He will write up a manual on how to run this event, since it is fairly complicated and labour-intensive.

5.4.2. Rancho Vignola

David reported that the orders for the fall 2014 Rancho Vignola order are all in and paid for. Several members paid by direct transfers and one paid by e-transfer. The total amount ordered was just under half of the amount in fall 2013; several of the regular participants in past orders did not participate this time around.

5.4.3. Skookum Gleaners

David reported that the fruit-gleaning season was at an end. The Skookum Gleaners project was a moderate success, with a considerable amount of fruit picked, with some of that going to local charitable projects. Overall, it is a worthwhile project and one with potential for generating revenue for the Association, not to mention that it provides an extremely valuable service for the community. But it is a lot of work to do on a volunteer basis.

David will work on a final report and follow up with some of the participants.

5.4.4. Abundant Pantry

The board discussed the issue concerning taxable items and the fact that the Abundant Pantry software is not calculating tax on these items, so the Association is paying tax on some items without collecting it. David & Edward will pursue this matter at the next meeting of the Advisory Team.

5.4.5. Follow-up on Evil Cherry orders

Dan reported on the results of his follow-up with the members who participated in the cherry & peach orders from the Evil Cherry Co. this past summer. There were no negative remarks about the cherries, and some about the peaches. Dan had some concerns about the last-minute timing of their deliveries. On the whole, though, the response was very positive. The board agreed that it will be worth doing this again in the summer of 2015.

6. New business

6.1. Powell River Film Festival sponsorship ("Just Eat It: A Food Waste Story")

Following a tip from Giovanni Spezzacatena, the board learned that the film "Just Eat It: A Food Waste Story" will be screened at the 2015 Powell River Film Festival. The film is about the two filmmakers, Grant Baldwin and Jen Rustemeyer, attempting to subsist on discarded food for six months. For more information, see <http://www.foodwastemovie.com/>.

Pete will follow up with Michelle Hignell, Director of the Powell River Film Festival, to see if there is an opportunity for the Association to sponsor this film and what that might mean.

7. Next meeting

The next meeting will take place as scheduled, on the third Tuesday of the month of November: Tuesday November 18 at 6:00 PM at Chris & Uli's.