

Sitka Local Foods Network

Board of Directors Meeting
May 14, 2009
Harrigan Centennial Hall

MINUTES

A. CALL TO ORDER

The meeting was called to order at 12:02 pm.

B. ROLL CALL

Board Members Present: Doug Osborne Kerry MacLane Sharon Romine
Peggy Reeve Linda Wilson Tom Crane (arr. 12:10)

Board Members Absent: Natalie Sattler Maybelle Filler

Others Present: Jack Ozment

C. REVIEW OF MINUTES

Kerry MacLane reviewed the minutes of the planning meeting held on April 14, 2009.

MOTION: M/S MacLane/Reeve moved to approve the minutes of April 14, 2009.

ACTION: Motion PASSED unanimously 5/0 on a voice vote. (Mr. Crane arrived after the vote)

D. CORRESPONDENCE AND OTHER INFORMATION (NONE)

E. CHANGES/ADDITIONS/DELETIONS TO THE AGENDA (NONE)

F. REPORTS

1. Financials

Ms. Wilson reported that a bank account has been opened at ALPS Federal Credit Union for SLFN and that checks will be ordered. Just under \$500 is currently deposited in this account.

Ms. Wilson stated that current balances for SLFN accounts were:

- Community Greenhouse = \$1,527.82
- Sitka Farmers Market = \$829.81
- Special Events = \$2,984.93
- SLFN – Other = \$627.30

Total SLFN funds = \$6469.86

There are some outstanding bills for reimbursing expenses from St. Peters Fellowship Farm and paying Mr. MacLane to write the grant.

2. Sitka Health Summit

Mr. Osborne reported that SLFN won a Wellness Champion Award at this year's Health Summit and that SLFN should start a scrap book/historical file.

Mr. Osborne stated that the contract for the Sitka Health Summit website ends in June. SLFN news is currently hosted on this website so we need to find an alternative. This item will be added to next meeting's agenda.

Mr. Ozment commented that the Health Summit was not productive as last year and that attendance was low.

3. Community Greenhouse

Mr. MacLane reported that a site on Japonski Island is being considered. The site has several flat acres owned by the State of Alaska as part of Mt. Edgecumbe High School (MEHS). A letter of introduction and inquiry was sent to MEHS Superintendent, Bill Hutton, explaining the greenhouse project and request for consideration to use that land. Memorandums of understanding (MOUs) would need to be developed between UAS/MEHS/SLFN regarding use of the greenhouse for educational purposes and to provide food to the campuses.

Mr. MacLane stated that he sent a letter to Lee Bennett at Sitka Community Hospital (SCH) regarding the feasibility study to use the old hospital site for a greenhouse. The letter asked SCH to provide a list of the challenges and concerns that need to be addressed. There has been no response. SLFN needs to resolve this outstanding proposal one way or the other.

Mr. Crane stated that it is difficult to build a greenhouse model without knowing where it will be built.

Mr. MacLane suggested using the Cheyenne Community Greenhouse (CCG as a model and scale it to fit. CCG is a double wall polycarbonate construction with a solid North wall and a metal frame.

Mr. Crane asked if the CCG has a head-house as part of the main greenhouse or as a separate structure.

Mr. MacLane advised Mr. Crane to call Shane Smith at CCG to get the dimensions and design specs.

4. Community Foods Project Grant

Mr. MacLane stated that the grants.gov website was down. The grant application and attachments were completed and burned to a CD for hard-copy mailing, then the grant deadline was extended to May 18th. There are some letters of participation outstanding that can still be collected. Participation by the Sitka Tribe of Alaska is important because Sitka may be too affluent to qualify without STA. Grant awards will be announced in August/September. Apparently the folks in charge of this grant have heard about us in Sitka and there have been no CFP awards granted in Alaska yet.

Ms. Reeve stated that she would follow-up with Sitka Sound Seafoods.

Ms. Romine stated that she would follow-up with Silver Bay Seafoods.

Mr. MacLane will bill SLFN for 40 hours of work at \$10 per hour = \$400. This is the rate agreed upon by SLFN members via e-mail.

G. UNFINISHED BUSINESS

1. By-Laws

Mr. MacLane stated that he e-mailed copies of the draft By-Laws to all Board Members for review. This is an edited down version of the draft completed by Attorney, Paul Olsen. An addition needs to be added requiring two BOD signatures on any checks over \$500.

All Board members agreed to review the draft By-Laws prior to the next BOD meeting on June 11th.

H. NEW BUSINESS

1. Election of Officers

Board members discussed the duties and responsibilities of officer positions and it was agreed that the term of office will be one year.

MOTION: **M/S Reeve/Romine** moved to nominate Linda Wilson to the position of Secretary/Treasurer

ACTION: **Motion PASSED** unanimously on a voice vote

MOTION: **M/S Wilson/Romine** moved to nominate Kerry MacLane and Peggy Reeve to the positions of Chair and Vice Chair respectively, for the term of one year.

ACTION: **Motion PASSED** unanimously on a voice vote

The Board came to a consensus to seek two more members for a total of nine.

The next meeting was scheduled for June 11, 2009.

I. ADJOURNMENT

MOTION: **M/S MacLane/Osborne** moved to adjourn the meeting.

ACTION: **Motion PASSED** unanimously on a voice vote.

The meeting adjourned at 12:02 pm.