

# Sitka Local Foods Network

Board of Directors Meeting  
January 12, 2010 - Noon  
SEDA Office

## DRAFT - MINUTES

### A. CALL TO ORDER

The meeting was called to order at 5:12 pm. Doug Osborne, Facilitator

### B. ROLL CALL

**Board Members Present:** Kerry MacLane; Peggy Reeve; Linda Wilson; Doug Osborne; Lisa Sadleir-Hart; Natalie Sattler; Suzan Brawnlin; Lynnda Strong

#### **Board Members Absent:**

**Others Present:** Maybelle Filler; Jud Kirkness; Charles Bingham

### C. REVIEW OF MINUTES

Kerry MacLane reviewed the minutes January 4, 2010

The minutes were amended to reflect who would be purchasing the seeds and seed potatoes approved by Motion.

**MOTION:** M/S Brawnlin/Sattler moved to approve the minutes of January 4, 2010 as amended.

**ACTION:** Motion PASSED unanimously 8/0 on a voice vote.

### D. CORRESPONDENCE AND OTHER INFORMATION (NONE)

By consensus the Board:

- agreed to draft a mission statement;
- have at least one paid staff person within one year.
- create a plan for volunteer recruitment

The Board agreed to the following guidelines for meetings:

- an agenda shall be created for each meeting and priority discussion shall be given to items on the agenda, an estimated amount of time needed for each agenda item should be given. Other items may be discussed if time allows;
- meetings shall start and end on time unless a quorum of the Board agrees that the meeting may run longer;
- discussions shall be kept directed at issues with no personal attacks directed at any Board member;
- meetings shall be facilitated by the Board President or Vice President or another Board member may facilitate a meeting as designated by the President or V.P.;
- side bar discussions are to be avoided after the meeting has been called to order;

**MOTION:** M/S Sattler/MacLane moved to accept the meeting guidelines as discussed.

**ACTION:** Motion PASSED unanimously 8/0 on a voice vote.

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

## **F. REPORTS**

### **1. Presidents Report**

Mr. MacLane stated that he will provide draft By-Laws for review and approval by the Board at the February meeting.

### **2. Financial Report**

After deducting monies set aside for approved expenditures, there is approximately \$3,800 remaining in SLFN funds.

## **G. UNFINISHED BUSINESS**

### **1. Education – Let’s Grow Sitka - Update**

Ms. Wilson stated that about 10 tables have been reserved to date. An update with a list of volunteers will be forwarded to the Board along with a list of suggested gaps to fill.

### **2. Education / Public Relations – Website**

Mr. Bingham reported that he has received a lot of positive feedback on the SLFN website.

**MOTION:** **M/S MacLane/Wilson** moved to purchase a \$50 gift certificate to the Larkspur Café for Charles Bingham in recognition of his service to the Sitka Local Foods Network..

**ACTION:** **Motion PASSED** unanimously 8/0 on a voice vote.

### **3. Sitka Farmers Market – Update**

- The ANB Hall has been reserved fall five Saturdays as scheduled.
- The ANB has requested that storage for the Farmers Market be arranged with the ANB Hallmaster, Spike.
- BIHA plans to begin construction of a small office building at the far end of the parking lot. This should be planned for.
- A subcommittee for planning of the 2010 Sitka Farmers Markets needs to be formed over the next two months.

### **4. St. Peters Fellowship Farm**

- Julie Jordan has submitted her resume for consideration regarding the position of SPFF lead gardener;
- The SPFF committee agreed to draft a job description for the lead gardener position;

**MOTION:** **M/S Brawnlin/Reeve** moved to approve up to \$1,500, \_ from the Farmers Market and \_ from the General Fund, and up to 10% of the harvest, as payment for an SPFF lead gardener/manager.

**ACTION:** **Motion PASSED** unanimously 8/0 on a voice vote.

The Board discussed the budgetary needs of SPFF for the 2010 season. Based on current funds available, the Board decided to set aside \$400 in current funds for SPFF with the option to grant more money later as new funds are received.

**MOTION:** **M/S Osborne/Sattler** moved to set aside \$400 in the budget for the SPFF lead gardener to purchase supplies.

**ACTION:** **Motion PASSED 7/1** on a voice vote

#### **5. Community Greenhouse - Update**

Recent meetings of the Greenhouse committee determined:

- That SLFN should start modestly with a design that can be expanded;
- It is time to get local support with and involvement from stakeholders.

#### **6. Fundraising – SLFN T-Shirts – Update**

Ms. Reeve stated that an example of the SLFN logo in color should be available for review at the next meeting.

**MOTION:** **M/S Wilson/Brawnlin** moved to approve funds for a test run of 50 T-shirts, pending approval of the artwork proof.

**ACTION:** **Motion PASSED** unanimously 7/0 on a voice vote. (Natalie Sattler left at 6:00 pm, prior to the end of the meeting)

#### **7. Education and Fundraising – Ed Hume – Update**

- Tentative date set for Monday, Memorial Day
- Ed Hume has agreed to charge \_ of his regular fee (\$300 instead of \$600)
- Need lodging and airplane ticket
- A budget of \$900 for the event
- Need to solicit donations from local business
- Check the Raven Radio community calendar for conflicting events

### **H. NEW BUSINESS**

#### **1. Meeting with Gary Holthouse**

**MOTION:** **M/S Brawnlin/Reeve** moved to organize a slow food dinner with Gary Holthous and the Board of Directors.

**ACTION:** **Motion PASSED** unanimously 7/0 on a voice vote.

### **I. Action Items**

### **J. ADJOURNMENT**

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

**ACTION:** **Motion PASSED** unanimously, 7/0 on a voice vote.

The meeting adjourned at 6:30 pm.