**Meeting Minutes**

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| **Date/Time/Location** | **8/24/15** |
| **Facilitator** | Laura Cheatham |
| **Note Taker** | Nicole Hinebaugh |
| **Time Keeper** | Mary Lou Kemph |
| **Attendees** | Laura Cheatham, Mary Ellen Lough, Mary Lou Kemph, Jillian Wolf, Nicole Hinebaugh, Tara Adinolfi, Melanie Brethauer |

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| **Consent for Last Month’s Meeting Minutes** | **Approved** |

**Minutes**

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| **Agenda Items** | **Discussion** | **Conclusions/Action Items** |
| (4:00-4:10)  CHECK-IN AND SET NEXT MEETING DATE---10 MIN | Tara won’t be here, but we can still keep the meeting time. | Next Meeting: **Sept. 28th from 4-6pm at Public Works building.** |
| (4:10-4:15)  APPROVE LAST GC MEETING MINUTES OF JULY 27, 2015; APPROVE AGENDA FOR TODAY-- 5 MIN | Minutes Approved.  Parking lot items to talk about if extra time:  Would like to see a date set for retreat.  Program vs. Policy is also important, but Darcel and Brandee want to be there for that discussion, so won’t do it tonight. Might be good to talk about during retreat.  Membership Policy would be great to discuss...  Proposal to start with what we have and then decide what we want to discuss. | **Would like to see a doodle poll for setting date of retreat: Jillian will do.** |
| (4:15-4:30)  COORDINATOR UPDATE - 15 MIN - MARY ELLEN | City Council candidate forum is scheduled at Lenoir Rhyne.  Trying to make comprehensive list of who is doing production farming in town.  Center for a Livable Future (John Hopkins) working on similar issues, have been talking with program director, and is interested in helping ABFPC to have access to resources, research, etc.  Some policies being passed around urban farming in Baltimore.  Some folks interested in starting Urban Farm Alliance.  Some headway with Amber Weaver around 13 city acres that could possibly be claimed for ag space.  A lot of city land is owned by county, and someone is working on that, also, Mary Ellen having difficulty getting in touch with Brownie Newman, would like assistance. Have had trouble getting call backs from county planning office.  Meeting regularly with Gordon Smith every 2 weeks. He and Cecil Bothwell are both running for county commissioner. Have been talking about ideas for policy recommendations and getting advice about what it would take to enact them. Wanting to maintain regular check-ins to keep things moving.  Have been researching policy databases a bit.  Have met with Tourism Board (BCTDA). Farmers want to get in a farm tour to benefit them financially, not just beer tour. Some ideas about adding in cooking classes to farm tour; Tourism Board can market this, but doesn’t really overlap in other ways with ABFPC. They do work closely with ASAP.  Food security and community resilience: went to a meeting discussing emergency food supplies.  Would like to network more with regional policy councils.  Looking at potential office spaces. Could collaborate with Bountiful Cities or HACA to use space possibly.  Looking at different options to increase capacity, and talking with Tracy Kunkler about this.  SACEE having Farm to Table Community Partners dinner Sept 22nd at 6pm. Anyone interested in attending with Mary Ellen is welcome to contact her directly.  **Supervisory Role**: interested in it being a board that meets regularly for big picture discussion and info check-ins. Have been sending reports and time sheets to supervisors. Meeting with people within GC is helpful to keep work moving. Would like own communications to improve, and would like to have some administrative assistance (keeping up with emails, facebook posting, phone calls, printing, some communications: communications intern) | Land Use Cluster would like to be part of meeting with Nicki Reid about Choctaw Land.  Jillian has decent relationship with Brownie and will assist in connecting Mary Ellen and Brownie Newman. Laura is also fine with reaching out to Brownie, so she and Jillian will contact together.  GC members should send out call for volunteer administrative/communications assistance for Mary Ellen. (See discussion at bottom) |
| (4:30-4:45)  UPDATE FROM ? CLUSTER - 15 MIN - | Access Cluster has reformatted meeting agenda to put Policy in the front and center of program support updates and identifying policy barriers, sending them to policy mobilization. Mary Ellen can then work with Gordon around those specific recommendations.  Other clusters are also finding that they’d like to get back to this focus. | **Request for Nicole to send out new Cluster Agenda format.**  **Laura will also send out WNC Food Policy Council recommendations for policy advocacy.** |
| (4:45-5:10)  AFP ADDITIONAL FUNDS BUDGET PROPOSAL/CFWNC RFP - 25 MIN - MARY ELLEN & FUNDING COMMITTEE | Appalachian Foodshed Project has announced additional funds available to grantees.  Would like to decide how to spend additional money ($10K). **Sept 8th-Jan 31st**. App due Aug. 28th.  (see proposed budget) Have already ok’d items through AFP management team.  Questions: contract work pay? (in closed session), status of Tracy getting grant money on her own?, what’s purpose of having own email instead of general ABFPC email, can’t we just use a free gmail account? (wouldn’t have to filter everything out then, also, only pay for active addresses, in case her email cycles out, also a .org account is more professional looking), will mileage log requests be submitted to council? (yes), is it realistic for Mary Ellen to go to 30hrs? (will be changing life-style, but is feeling like it will be possible with putting some systems in place), is it necessary to spend $815 toward contractual facilitation services when we are able to facilitate ourselves very well in retreat setting? (would like to see Tracy receive some compensation for all the work she’s been doing, and also would be helpful for committee to have some breathing room and not get bogged down forever).  Reactions: would like to see Tracy money used well, but good line item, others would not like to see Tracy paid from this budget, think we should look at website thing, free email would be better, free intern expense may be unnecessary and will add an additional supervision and legal layer to work.  Reactions continued: Tracy is still available to look at document and provide input without dollars, would like to pay Tracy for retreat support because governance work is complex and difficult, agree with paying increased hours to coordinator, don’t feel the need for paying an intern, would like to see consultation budget reduced, and would like to see meeting support bolstered for MOTW’s and attending distant meetings.  Request that any changes that get made by Wed. afternoon can be commented on by Friday the 28th after consent today are allowed to get made by Laura and Mary Ellen.  Proposal to consent to changes in closed session once we hear about tax stuff.  15th November is deadline for letter of intent or conversation with Tim Richards for re-applying to Community Foundation. He would like us to apply. Grant is due Nov. 22nd. | **Request that any changes that get made by Wed. afternoon can be commented on by Friday the 28th after consent today are allowed to get made by Laura and Mary Ellen.**  15th November is deadline for letter of intent or conversation with Tim Richards for re-applying to Community Foundation. He would like us to apply. Grant is due Nov. 22nd. |
| (5:10-5:20)  UNCA/ABFPC RESEARCH PARTNERSHIP MEETING SUMMARY - 10 MINUTES - NICOLE/LAURA |  | **Need to table this discussion to keep more time for AFP budget discussion.** |
| (5:20-5:55)  CLOSED SESSION – 35 MIN | Proposal for Cecil to present for 5 minutes and have discussion for 10 minutes afterward. Necessary follow up discussions at GC or clusters can happen at other meetings (consented). Would also be good for Mary Ellen to connect with him.  No notes for closed session. |  |
| (5:55-6:00)  CLOSING ROUND - 5 MIN |  |  |

**Next Meeting**

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| **Date/Time/Location** |  |
| **Facilitator** |  |
| **Agenda** |  |