

Meeting Minutes

Date/Time/Location	12/30/2013 4:00-6:00 pm Public Works Building (Room 109)
Facilitator	Mary Lou Kempf
Note Taker	Emily Kujawa
Time Keeper	Mary Lou Kempf
Attendees	Mary Lou Kempf, Darcel Eddins, Brandee Boggs, Emily Kujawa

Minutes

Agenda Items	Discussion	Conclusions/Action Items
<ul style="list-style-type: none"> • Location for January 2014 GC meeting 	<ul style="list-style-type: none"> • Maggie has reserved Rm 109 at the Public Works Bldg (current location) for the GC meetings through 2014, except January due to a scheduling conflict. Question of if the room was reserved for the third or fourth Monday of each month. • Mary Lou will confirm with Maggie the room is reserved for the fourth Monday. If necessary, Darcel will reserve a space at the United Way Building for Jan 27. 	<ul style="list-style-type: none"> • Mary Lou will confirm with Maggie the room is reserved for the fourth Monday. • If necessary, Darcel will reserve a space at the United Way Building for Jan 27.
<ul style="list-style-type: none"> • Update on next Meeting of the Whole 	<ul style="list-style-type: none"> • Update from Emily: The meeting has been confirmed for Monday, Feb 10, from 4:30-6:30pm with a new member orientation at 4:00, at the UNCA Sherrill Center. Six people have volunteered to help plan the event. Meeting with Tracy on Thursday 1/2 to discuss agenda. Communications/outreach will be the biggest logistical task (Emma and Lora will be helping). Discussion of if Tracy can bring Dynamic Governance trainees to facilitate breakout groups. Discussed that cluster reps should not be chosen at the Meeting of the Whole—perhaps Tracy can go around to each cluster during the meeting to gauge member commitment. Also discussed the need to be clear that 	<ul style="list-style-type: none"> • Emily and the volunteer planning committee will continue with preparations. • All GC members should expect to help with outreach/spreading the word about the meeting (look for information from Emily). • Darcel will draft a cluster rep agreement for next GC

	<p>clusters can dissolve and re-form based on where member energy/interests lie.</p> <ul style="list-style-type: none"> • Discussion of varying levels of functioning of current clusters and how to encourage cluster rep attendance at GC meetings. Decided that cluster reps should sign an agreement with the GC that includes minimum criteria for service, and that the GC and cluster members need to have a communication channel besides the cluster reps (e.g., clusters should be able to connect with the GC directly). Darcel will draft an agreement to discuss at the January GC meeting. 	meeting.
<ul style="list-style-type: none"> • Setting Meeting of the Whole schedule for 2014 	<ul style="list-style-type: none"> • Discussed benefits of different types of gatherings (celebrations, planning meetings, etc) and that hosting three meetings feels more manageable than four per year. • Group decided that the meeting schedule for 2014 will be: June (Solstice celebration—outdoors); early December (holiday party, possible collaboration with other partner orgs); and mid-late February (planning meeting). 	<ul style="list-style-type: none"> • DECISION: will host three Meetings of the whole in 2014: June, early Dec, mid-late Feb (2015)
<ul style="list-style-type: none"> • Update on Meetings with Policymakers 	<ul style="list-style-type: none"> • Small group met with Gordon on Dec to provide an update on progress over the past year and hear his insights into connecting with city and county decisionmakers and staff. He recommended we meet with policymakers and key city staff one on one prior to the City Council Retreat at the end of Jan. Preparations for those meeting are moving forward. Given the short time frame, GC members in attendance decided to just meet with city council members and staff prior to the retreat, and meet with county afterward. • Emily will pull together list of talking points and key questions for ABFPC reps to discuss in the meetings, and make sure all meetings have ABFPC representatives assigned. • Brandee will print copies of Darcel’s article on 9 key actions to support food security/systems • Lora will pull together a SNAP one-pager for meetings. 	<ul style="list-style-type: none"> • Emily will pull together list of talking points and key questions for ABFPC reps to discuss in the meetings. • Brandee will print copies of Darcel’s article on 9 key actions to support food security/systems • Lora will pull together a SNAP one-pager for meetings.
<ul style="list-style-type: none"> • Invitation to speak at WWC Workshop 	<ul style="list-style-type: none"> • Mary Lou received a request from WWC students for ABFPC to speak/present at a workshop between late Feb-April about food assistance. Group recommended WWC reach out to county SNAP 	<ul style="list-style-type: none"> • Mary Lou will follow up with WWC with recommendations.

	<p>staff, as well as someone who receives SNAP benefits (Shiloh or Pisgah View community member??).</p> <ul style="list-style-type: none"> • Mary Lou will follow up with WWC with recommendations. 	
<ul style="list-style-type: none"> • Request from Master Gardeners to ID a new demonstration garden site 	<ul style="list-style-type: none"> • Mary Lou received a request from Master Gardeners to help ID a new site for their demonstration garden (MANNA site is no longer available). Discussion about site options, pros and cons, community dynamics, etc. Mary Lou and Brandee will meet with them to learn more about their goals and inform them about the ABFPC goals and priorities to ensure everything aligns. 	<ul style="list-style-type: none"> • Mary Lou and Brandee will meet with Master Gardeners to learn more about their goals and inform them about the ABFPC goals and priorities to ensure everything aligns.
<ul style="list-style-type: none"> • Other 	<ul style="list-style-type: none"> • Feedback from Clusters on FAP Implementation, Food Day Proclamation Update, UDO Mobile Market Update, and PHAN Update tabled until next meeting (presenting members not in attendance) 	<ul style="list-style-type: none"> • N/A

Next Meeting

Date/Time/Location	1/27/14 (LOCATION TBD)
Facilitator	Mary Lou Kempf
Agenda	<ul style="list-style-type: none"> • Feedback from clusters on FAP implementation progress notes • Planning next meeting of the whole update (Emily) • Policymaker meeting updates • Updates on Master Gardeners • Cluster rep agreement document update (Darcel) • Food Day Proclamation Update (Karen) • UDO/Mobile Market update (Melanie) • Cluster updates