

## General Council Meeting Minutes

<b>Date/Time/Location</b>	<b>5/20/2013 4:00-6:00pm Public Works Building (Room 109)</b>
<b>Facilitator</b>	Mary Lou Kempf
<b>Note Taker</b>	Emily Kujawa
<b>Attendees</b>	Susan Garrett, Maggie Ullman, Katie Murray, Emily Kujawa, Mary Lou Kempf, Brandee Boggs, Dave Michelson, Scott Barnwell, Rachael Winter, Tim Sadler

### Minutes

Agenda Items	Discussion	Conclusions/Action Items
<ul style="list-style-type: none"> <li>• <b>Electing ABFPC Rep to the Public Health Advisory Council</b></li> </ul>	<ul style="list-style-type: none"> <li>• See accompanying one-page description of the Public Health Advisory Council (PHAC) and its role. Being asked to have a representative on this Council is a big deal, similar to being asked to sit on SACEE. Clusters who were present provided their nominees' names (see below). Since not all clusters were represented at the GC meeting and not all nominees were present to accept or decline nomination in accordance with dynamic governance processes, it was proposed to delay selecting a rep until the next GC meeting, and in the meantime nominees would be notified and asked to attend the next GC meeting on June 24<sup>th</sup>. The proposal was unanimously accepted.</li> <li>• Further discussion of the desired characteristics for the representative included: the ability to think broadly/strategically; ability to communicate effectively politically in a room of community leaders, represent the interests of the FPC as a whole and not from their own personal or organizational perspective,</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mary Lou</b> will email list of nominees notifying them of their nomination and asking them to attend the June 24<sup>th</sup> GC meeting.</li> <li>• <b>Mary Lou</b> will email Terri and Gibbie asking about PHAC meeting dates/times, estimated commitment.</li> <li>• <b>Clusters</b> will submit additional names for nomination by June 18<sup>th</sup> to Mary Lou via email.</li> </ul>

someone from an underrepresented community and/or someone deeply involved with the food production/distribution community (low-income, minority, farmers, etc).

- Also suggested that the ABFPC elect an alternate in case the lead representative's schedule does not align with the PHAC's meeting schedules or time commitments. Mary Lou will email Terri and Gibbie asking about meeting dates/times, estimated commitment.
- It was proposed that the GC allow additional names to be submitted through June 18<sup>th</sup>. The names must first be vetted within a cluster and the nominee should be contacted to be sure they are interested and able to attend the June 24<sup>th</sup> GC meeting. The proposal was accepted.
- Current list of nominees: Mary Lou Kempf, Susan Garrett, Darcel Eddins, Brandee Boggs, Nicole Heinman, Carlye Gates, Emily Kujawa

- **Communications Working Group/Communications Internship update**

- Emily has attempted to engage the five individuals who had indicated interest in participating on the Communications Working Group but has received no response. She has also attempted to contact Dayna and Marielle Angel for information about current communications activities and to potentially transfer communications activities, but received no response so far. Brandee has also attempted to contact Dayna.
- The group discussed the importance of being able to access the ABFPC Facebook page and manage the ABFPC website (currently Dayna's email address is listed on the website as the main contact). Mary Lou will contact Dayna and Gordon about transferring communications activities.
- Karen had started drafting a communications internship description but has posed the question of, if the ABFPC will be bringing on a paid coordinator in the foreseeable future, did it make sense to establish an internship if the communications management structure would be changing. The group discussed and decided that it was important to bring in someone to oversee communications as soon

- **Mary Lou** will contact Dayna and Gordon about a communications activities transition
- **Brandee** will contact Avery to gauge interest in overseeing communications
- **Emily** will contact Karen to confirm the GC wants to move forward with a communications internship and request she move forward with developing the position description by the next GC meeting.
- **Karen** will draft the communications internship description with support

as possible. Brandee has volunteered to oversee the intern. Avery Artman had also been suggested as a possibility—Brandee will contact Avery to see if she is interested and available. Susan has made herself available to help Karen develop the communications internship description before the next GC meeting on June 24<sup>th</sup>.

from **Susan** if desired.

- **Hack-a-thon**

- Dave Michelson (City of Asheville) and Scott Barnwell presented on the Hack for Food being hosted by the local Code for America brigade on Saturday, June 1. The theme for the hack-a-thon is food, and they would like ABFPC participation. Hack-a-thons are day-long events in which groups of multiple disciplines (coders, programmers, and content experts) get together for a focused, short time to work on a single task. At the end, the best app or other product (infographic, website, etc) is selected and receives a prize. Dave and Scott want to generate ideas for projects right out of the FAP.
- Logistics: details about the event are on the website: <http://codeforasheville.org/hackathon.html>. A kick-off event will be held Friday night, May 31 at Mojo Coworking (60 N Market), during which ideas for projects will be pitched and teams will begin forming. The hack-a-thon itself will run from 9am-9pm on Saturday the 1<sup>st</sup>, although participants can come and go as they please. Food will be available all day and beer is being provided by Pisgah Brewing. \$10 registration (register on website), work-trade available. First place prize to the winning project is 32lb Warren Wilson College beef, other prizes: CounterCulture coffee. The local Code for America group may be able to shepherd the winning idea and take it through full development.
- ABFPC participation: ABFPC members are strongly encouraged to either submit project ideas to Dave ([dmichelson@codeforamerica.org](mailto:dmichelson@codeforamerica.org)) by THIS FRIDAY (MAY 24)—although ideas will be accepted through May 31<sup>st</sup>. ABFPC members are also encouraged to attend the kick-off event on the 31<sup>st</sup> to pitch ideas, and also to participate the day of the event.

- **All ABFPC members** are strongly encouraged to participate, either by pitching ideas, participating on a team, or as a volunteer
- **All ABFPC members** are encouraged to submit ideas to Dave by Friday, May 24<sup>th</sup> (although ideas will still be accepted after that date)

- Volunteers: needed most around mealtimes and setup/registration but could help any time all day.
- Dave is also putting together an open data source catalog (Opendatacatalog.ashevillenc.gov ) compiling data from many different local/regional sources related to food security, food systems, etc. He is accepting suggestions for additional types of data to include in the catalog (see his email above).

- **ABFPC Coordinator position description and fiscal agent update**

- Emily is compiling feedback from the clusters on the position description, and estimates the position will be 20-25 hrs/wk. Terri and Darcel are continuing discussions with NC Eat Smart Move More, which is looking promising as a fiscal agent, and once that has been approved will continue discussions with Elizabeth at the NC Public Health Foundation about providing additional support.
- Discussion of how the Coordinator would fit into the ABFPC organizational structure: how would the position be supervised, would they have voting rights on the GC, what would be their expected role within the organization (e.g. behind the scenes vs public figure), etc. Further discussion is needed and will be added to the next GC agenda.

- **Emily** will finish compiling feedback from clusters on the position description
- **Terri and Darcel** will continue discussions with NC ESMM and the NCPHF.

- **County-level policy proposals update**

- The Legislative cluster has formed a Policy Drafting Subcommittee to oversee drafting of specific policies to bring to the County Commissioners. The first meeting of the subcommittee was Monday, May 20.
- A starting point for drafting the policies will be the broad strategic policy ideas list the ABFPC developed in the fall. There is still confusion about multiple documents circulating—need more clarification.
- The Policy Drafting Subcommittee will reach out to clusters for policy ideas/input as appropriate.

- **Legislative Cluster** will convene subcommittee to develop plan for strategic, ongoing policy proposal development.

- **Additional items**

- Brandee provided a summary of her presentation with Gordon at the Urban Farm School. Their presentation was 1.5 hours and they had 11 participants from across the country. The presentation was very well-received and will likely become an annual event.

- **Susan and Mary Lou** will look into incorporating dynamic governance training into future GC

- Groundswell International: Carlye is no longer a cluster rep so Brandee provided an overview of her conversations with Groundswell. They are looking to move their headquarters to Asheville and will be hosting an international conference here in September. They are also looking into starting a local project in the Asheville area.
  - Mary Lou was re-elected as the GC facilitator for the next three months.
  - Discussion of providing dynamic governance training opportunities for GC/cluster members. Professional trainings are offered by Tracy Kunkler and Ron Czecholinski, although the course fees may be prohibitive for some ABFPC members. Susan and Mary Lou may be able to provide a short training, and may be able to use GC meeting agenda items as opportunities for different GC members to practice facilitation. DG materials are also available online (alternative search terms could include “sociocracy”).
- agendas.

## Next Meeting

**Date/Time/Location**

**Monday, 6/24, 2013, 4:00-6:00pm, LOCATION TBD**

**Facilitator**

Mary Lou

**Agenda (tentative)**

- 1) Electing PHAC representative**
- 2) Communications update/Communications Internship Description (Emily/Karen)**
- 3) ABFPC Coordinator role**