

## Meeting Minutes

<b>Date/Time/Location</b>	7/24/17 - 4-6PM Public Works Building
<b>Facilitator</b>	Kiera Bulan
<b>Note Taker</b>	Nicole Hinebaugh
<b>Time Keeper</b>	Ellen Rubenstein Chelmis
<b>Attendees</b>	Kiera Bulan, Ariel Zijp, Nicole Hinebaugh, Darcel Eddins, Ellen Rubenstein Chelmis (representing Water Cluster), Mary Lou Kempf, Jillian Wolf

<b>Consent for Last Month's Meeting Minutes</b>	Consent
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### Minutes

<b>Agenda Items</b>	<b>Discussion</b>	<b>Conclusions/Action Items</b>
1. Check-in 10 mins: 4-4:10		
2. Approve <a href="#">meeting minutes</a> from 6/19/17 & approve today's agenda- 5 mins: 4:10-4:15		<b>Consent to both</b>
3. GC meeting location – 5 mins: 4:15-4:20	-Everyone is fine with this location. -There is a new venue in the RAD that is owned by the city. Cultural Arts Center.	<b>No change necessary.</b> <b>Ellen will send link to Kiera about the new building in the RAD.</b>
4. Cluster & working group updates- 5 mins/cluster- 25 mins: 4:20-4:45	Access Cluster: DUFEB program launched at FBFC a few weeks ago, a soft open, a few volunteers helping to table at the FBFC, so far 85 people are signed up for the program, and we've had over 115 DUFEB transactions with over \$500 in DUFEB earnings. Communications and Outreach folder in Google drive has space to provide project info.  Farmer Support Cluster: issues with attendance due to busy season, last met in May. Talking about	

creating a summer recess for a couple of months for the cluster. Will re-build momentum on policy brief work. Would like to increase membership, and diversify member participation (youth, urban farmers, etc.). Blue Ridge Women in Ag have been attending as available, as well. (WNC Women in Ag might be good to reach out to as well.) Have been communicating over google doc to answer questions and do a little planning work. Have been talking with Kiera about increasing funding availability: value-added certified community kitchens (for example: Madison Co. Co-op Ext. runs one with very small rental fees: \$10/half day use)/food hubs, present use valuation, farm equipment rentals, etc. Expensive to develop/run community kitchens, though. Would be good to get some sort of document/white paper from the Mad. Co. kitchen to learn about their funding sources, pricing structure, etc.

-Could be interesting to look at creating a mobile kitchen, as well.

*-Should all clusters create facebook page?*

Resilience Ad-hoc Working Group (moving into a Cluster): 10 participants at last meeting. Expect about half of those folks to drop out, but do expect to have a strong base group ongoing. Will submit a Cluster Creation Proposal at next GC meeting. Asking all active members to read up on one or more articles and research papers regarding social-ecological resilience. Focusing on learning within the group right now about what this means, and what current work/research exists. Would like to eventually look at how to encourage FPC's across the state to look at this issue as well. Have changed meeting time: 2nd Wed: 6-7:30pm at Bountiful Cities.

Water Cluster: still creating survey for urban ag producers related to water usage. Intern who was working on this went out of country, but is coming back. Fluoride in the water issue was on hold with city's water retainment, but it appears that this issue has been resolved. Cluster will begin to address this at next meeting.

	<p>Policy Mobilization Working Group: continuing to work with Jared on this and is providing notes and tasks. Planning a Asheville City Candidates Forum: Wed Oct. 18th at Lenoir Rhyne University. Would like to get some wine/beer donated for event. Would like to use this as an opportunity to bring people back into the ABFPC fold. Will also use this as an opportunity to bring together some county-level goals/priorities in the area of food policy. Co-moderators with Ameena Batada and a UNCA student. Refreshments, meet-and-greet, questions, etc.</p> <ul style="list-style-type: none"> <li>-Jillian is available to help with promotion.</li> <li>-Jillian created a <a href="#">file in drive</a> of in kind donation resource list to guide solicitations for materials, food, etc.</li> </ul>	
<p>5. Cluster contact list update-5 mins 4:45-4:50 -Jillian</p>	<p><a href="https://docs.google.com/spreadsheets/d/1CcuLFWCaiHjVGCmDePBzx1ExQMn5eD-4nBrE4SEY_Dw/edit#gid=1197376882">https://docs.google.com/spreadsheets/d/1CcuLFWCaiHjVGCmDePBzx1ExQMn5eD-4nBrE4SEY_Dw/edit#gid=1197376882</a></p> <p>The list currently includes both active and inactive cluster members, but would be best to include only active members.</p>	<p>All clusters should review the list and update as to who is current or not current, eliminating those who are not current.</p>
<p>6. Coordinator report- 10 mins: 4:50-5</p>	<p><i>-See Coordinator Report handout</i></p> <ul style="list-style-type: none"> <li>-Have been working a lot on event planning activities (MOTW, Food Waste Recovery Summit, Candidates Forum), also FPAP redevelopment work has been time intensive.</li> <li>-Website work: have been doing quite a bit of updating. Want to get the MOTW info up there asap.</li> <li>-Has been working on Present Use Valuation with Brandee and Jared.</li> <li>-FPAP revisions: Emergency preparedness is an issue most relevant to Amber and City Attorney rather than other city staff.</li> <li>-Metrics Working Group: Terri March and Ameena are agreeing to host an Results Based Accountability training in the fall, and market/make available specifically to those working with FPC and food policy generally.</li> </ul>	

	<p>-Looking at models for developing funds for land preservation, etc.</p> <p>-Standing student seats on clusters: would like to see professors connect with clusters directly, and then they can connect their students with the clusters.</p> <p>-Budget: has been revised according to actual income and expenditures and projected expenditures for the rest of 2017.</p> <p>-targeted sponsorship requests include some advertising for sponsors on event materials and social media, etc.</p> <p>-would like to come in a couple of meetings with a 2018 budget.</p>	
<p>7. Meeting of the Whole-15 minutes 5-5:15</p>	<ul style="list-style-type: none"> <li>● 11/9 is also “come to the table” gathering (RAFI) <i>see below</i>- we should do 11/16: 4:30pm-9:00pm?</li> <li>● 50-75 people, likely</li> <li>● Sub-committee- location, sponsorship/donation solicitation, promotion, agenda development/facilitation, outcomes planning, cluster engagement... <ul style="list-style-type: none"> <li>○ need to look at other locations rather than the Mountain Room: <ul style="list-style-type: none"> <li>■ new city venue in RAD</li> <li>■ Habitat conference room: <ul style="list-style-type: none"> <li>● available, but need to be done by 5pm or convince a staffer to stay there.</li> </ul> </li> <li>■ Collider: has space that would be adequate. Not sure that we want to be right downtown, though, with parking.</li> <li>■ Stephens Lee could be an option which has a large enough room, and has classroom space for breakout sessions, too. Good to mention that we are</li> </ul> </li> </ul> </li> </ul>	<p><b>Agreed to 11/16</b></p> <p>Jillian is available to help with promotion and sponsorship acquisition.</p> <p>Darcel will gather info about The Collider space.</p> <p>Mary Lou will check with Olli Center at UNCA</p> <p>Jillian will check on Stephens Lee</p> <p>All cluster reps need to ask for nominations of orgs.</p>

	<p>partnered with the City, so that we don't have to pay.</p> <ul style="list-style-type: none"> <li>■ Olli Center at UNCA</li> <li>● Community organization recognition – FMP or FPAP, cluster nomination process, timeline. <ul style="list-style-type: none"> <li>○ Want clusters to make recommendations about those orgs which are moving forward the goals of the Food Master Plan. Could be nonprofit orgs/gov't agencies/etc. Not nominating selves, and cluster participants/member orgs. Kiera will send out more info with specific languaging. Clusters should respond by or at next GC meeting.</li> </ul> </li> </ul>	
8. Food Waste Recovery Summit update- 5 mins- 5:15-5:20	<p>Event will be held: Friday Oct 23 or Monday the 20th of Oct, in correlation with World Food Day. Organizing folder is located in the ABFPC google drive.</p> <p><a href="https://drive.google.com/drive/folders/0B5X79BW eh537SIJoa0ZKZTVPOFU">https://drive.google.com/drive/folders/0B5X79BW eh537SIJoa0ZKZTVPOFU</a></p>	
9. FPAP update- 5 mins: 5:20-5:25	<p>-Have completed revision of 4 of 7 focus areas. Will complete GC-based revisions tonight at working group meeting.</p> <p>-Next will go through approval with city staff and SACEE then City Council.</p> <p>-Will be completed by the MOTW, and the MOTW will help to serve as an unveiling for the new FPAP.</p>	
10. City Council Candidates forum – 5 mins: 5:25-5:30	<p><i>See above</i></p>	
11. Raising the profile of the ABFPC – 10 mins: 5:30-5:40	<p>How do we do a better job of promoting the work of the ABFPC?</p> <p>-Would be a good idea to have Jonathan Ammons do a good story on the current work of the FPC, and particularly around the FPAP revisions. Could</p>	<p>Jillian will check on who might be available to connect us/write for the Laurel (Plough and Pantry)</p>

	<p>then send story out across our mailing lists: mailchimp, active/inactive member listserv, all participating orgs also have mailing lists which could be used to push the story.</p> <p>-Should we do a blog or have a newsletter?        -do we have the capacity for this?        -could we get an intern/s to work on this long-term? We should talk with WWC and UNCA professors to learn if there are any students in Marketing, Sustainability, Health and Wellness, etc. who would be interested in this work.</p> <p>-Plough and Pantry is a piece of the Laurel magazine now. Jillian can check on this.</p> <p>-ABFPC has a twitter account. Facebook is linked to twitter feed. Would be good to explore how we want to best use social media to advertise ourselves.</p> <p>-Would be good to have a Communication Plan in place for how we want to comprehensively advertise our ongoing work.        -first we need to identify what our strategy is around intern management, etc.        -Jared also might be able to help us create a Communications Plan.</p>	<p>Need to add this agenda item to future GC meetings, as well.</p> <p>Kiera will check with Jared about any support around developing a communication plan. Work has been done on this in the past, reference <a href="#">this document</a>.</p>
<p>12. Farm to school update- 5 mins 5:40-5:45 Nicole</p>	<p>Soul and Soil meeting:        -presentation from Homegrown Heroes about supporting a campaign to get a bus for a mobile market to advertise a curriculum which could be replicated in the Triangle in NC. Wasn't really the focus of the group's actual concern around getting healthy foods and locally grown foods into our school systems.        -Sent around a sign-up for those who might be interested in re-forming an Education Cluster of the ABFPC to look again into furthering this work. Lots of people signed up, but only Kelly (of Soul and Soil) responded with interest in continuing this particular cluster formation conversation.        -This is an item on the revised FPAP, and we will likely be able to check up on this in future months to see who is interested in moving this forward.</p>	

<p>13. Upcoming events-5 mins: 5:45-5:50</p>	<p>Food Policy statewide gathering- 11/30-12/1 @Winmock RAFI (Rural Achievement Foundation Intl) “Come to the Table” regional break out group- 11/8-11/9 in vicinity of Black Mountain- <i>Come to the Table is a program of RAFI with the mission to relieve hunger and strengthen just and sustainable agriculture in rural North Carolina. We do this by engaging and mobilizing people of faith, farmers, and communities.</i></p>	
<p>14. Closing round- 5 mins 5:50-5:55</p>	<p>-good meeting and good facilitation/time-keeping -excited about the number of projects that are happening. -appreciate all the work that is happening -glad to see everyone participating and doing so much good work. -appreciate the agenda, facilitation, and time keeping. Lots of good work moving forward. -best GC meeting so far (not bad)</p>	

### Next Meeting

<b>Date/Time/Location</b>	Monday August 28th from 4-6pm at Public Works building
<b>Facilitator</b>	Kiera Bulan
<b>Agenda</b>	