**Meeting Minutes**

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| **Date/Time/Location** | **9/22/2014, 4-6 PM, Public Works Building** |
| **Facilitator** | Mary Lou Kemph |
| **Note Taker** | Grace Raper |
| **Time Keeper** | Susan Garrett, Emma Topor |
| **Attendees** | Grace Raper, Susan Garrett, Tara Adinolfi, Emma Topor, Darcel Eddins , Laura Cheatham, Mary Lou Kemph, Cathy Holt, Marielle Angell, Brandee Boggs, Melanie Brethauer |

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

**Minutes**

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| **Agenda Items** | **Discussion** | **Conclusions/Action Items** |
| * GRACE’S UPDATE | * Grace provided update on reorganization of the Website. Talked about different tabs: Changing menu’s to “Who We Are,” “What We Do,” “Engage,” and “Contact Us”. Talked about top #3 Priorities:  1) Menu Reorganization  1. Adding an Events Calendar w/ GC Meetings, MOTW, and different cluster meetings 2. Making the homepage more dynamic | * “Dynamic Governance” link will be changed to “Circle Forward” * Grace and Laura will update existing documents to include changes and where documents will be stored * Google Docs will have one folder to only be viewed with those who have access and one for documents which need editing. |
| * INTRODUCING NEW SERVICE LEARNING STUDENTS | * Laura introduced Zach and Kayla as new service learning students from UNCA. Clusters discussed possible project ideas for their learning projects. |  |
| * CLUSTER UPDATES | * Access cluster is working to get access with transportation to healthier foods. * Water cluster still working toward the possibility of having sidewalk edible landscapes utilizing storm water – would like to compile list of locations that could be used. * Pollinators cluster is getting together a survey for city and county people who are interested in the anti-pesticides coalition. Marielle expressed concern about the cluster’s appeal against the coalition, proposes becoming involved in the Alternative to Pesticides Coalition through a partnership. Pollinators want to learn how to educate people as to the danger of pesticides. Struggling to decide how to incorporate several different groups, (Bee City, Alternative to Pesticides, Pollinators cluster). Marielle has to back off Pollinators, would like to join Land Use cluster. * Land Use cluster continues to plan their HCD presentation, needs to compile a list of history and main successes. * No updates from Policy Mobilization cluster. * Farmer’s Support has tabled the farmer’s survey until the first frost or last two weeks of markets, and may need help distributing the surveys in the future. | * Proposal to address the dissolution of the Pollinators cluster was unanimously tabled to October GC meeting. |
| * IDENTIFY PRIORITIES FOR ABFPC TO PRESENT TO THE STATE FOOD COUNCIL AND DISCUSS MEETING PLANNED FOR DEC 4-5 IN WINSTON-SALEM | * The ABFPC needs to decide on 2-3 top priorities for the NC Food Issues Forum in December. Priorities will be topics discussed/workshops offered, etc. 1) Internal   + funding for an organizational development/capacity building staff position   + state-level networking communications infrastructure   + quantitative and qualitative metrics for measuring our progress on our long term goals   + addressing conflict resolution   + how to build internal communication between the clusters   + how to engage effectively with bureaucracy to overcome barriers to food security  1. External  * community engagement * working with different governments (cities, counties, agencies). * adding diversity/inclusivity to GC and the clusters * pesticides usage | * The discussion of the meeting planned for Dec. 4-5 in Winston Salem will be on the agenda for the October GC meeting. * The priority list will be given to Laura and Brandee so they can combine ideas to pass on to the planning committee. |
| * MEETING OF THE WHOLE UPDATE | * Tara secured the venue for the Oct. 3, 4:30 – 7:30 p.m., MOTW. Laura wants any ideas on how to garner more free advertising. | * Melanie will send an email explaining out how to boost the Facebook posts for Save the Date/facebook event. * Create the last name template for bringing supplies to the MOTW to be located on the Facebook. |
| * HOUSING & COMMUNITY DEVELOPMENT PRESENTATION UPDATE | * Mary Lou, Susan, Alphie and Laura will work to help illustrate a vision for the HCD. There needs to be a presentation on what the ABFPC has already done on their Food Master Plan; there needs to be a list of the history. Ideas to highlight include the progress on the Food Master Plan, hours volunteered, the amount of organizations we are involved with. | * Laura will forward the list of agenda items and the decisions agreed upon to Susan. * Laura will ask the service learning students if they are interested in tallying quantified hours as part of the ABFPC accomplishments. * Susan will create a list for Darcel to add other ideas on how to measure progress. |
| * UPDATE ON AFBFPC PARTICIPATION IN CULTURE OF HEALTH EVENT | * FPC has to have a table entire event, the blocks for volunteering are 30 minutes and takes place Friday, Sept. 26, 4-6. |  |
| * UPDATE FROM FUNDING CLUSTER | * The Culture of Health Award application was submitted. |  |
| * LETTER OF SUPPORT PRESENTATION | * The ABFPC has been asked to sign a letter of support. Mary Lou expressed concern on signing it as a group to support it as an initiative. | * Tabled until the Oct. 27 GC meeting. |
| * DISCUSSION OF HIRING PROCESS |  | * Tabled until the next GC meeting on Oct. 27. |

**Next Meeting**

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| **Date/Time/Location** | **10/27/14, 4-6 p.m., Public Works Building** |
| **Facilitator** | **Mary Lou Kemph** |
| **Agenda** |  |