



Board Meeting Agenda/Notes July 11th, 2018

Attendance – 6:46pm

Present: Rashmi, Casey, Silvia, Maddie, Amy

Regrets: Greg, Tanya, Clint, Tiger Lilly, Jenn, Roxci

Agenda

Agenda Item	Owner
Group check-in, review agenda	
Previous action items	
Operations <ul style="list-style-type: none"> - Greg is leaving! :(Coordinator role and hiring for Greg's replacement - Strathcona lock-up updates and comms - How are picks going? Are we doing all possible picks? - YWCA would like to be a recipient partner (how much fruit are we getting and can we expand at this time of transition?) 	
Finances <ul style="list-style-type: none"> - 	
Outreach <ul style="list-style-type: none"> - Outreach - upcoming 	
Workshops <ul style="list-style-type: none"> - Canning - July 22 - Pruning - June 30 - Zero waste kitchen and beeswax wrap 	
Governance <ul style="list-style-type: none"> - Transitioning to the new Societies Act 	

Previous Action Items

- **Clint** to double check that that form is working, and also double check that tree owner signup is working **DONE**
- **Clint** to Switch the tree owner signup form to a google form **DONE**
- **Jenn** to finish Gaming Grant final report. Let us know if she needs help with potentially longer report
- **Maddie** to talk to Ag in the City about us just having promotional material there and if one of us is allowed to come check on it (without a ticket). **IN PROGRESS**
- **Everyone** Look at outreach sign-up sheet and sign up for what works **IN PROGRESS**
 - https://docs.google.com/document/d/1F1amqildvUavimQXoJTfr8r7m1WRjRlvu0c2-JkrW_c/edit?usp=sharing
- **Tanya** to revamp the flyer with “Do you have a fruit tree?” language, and send out to board for approval **DONE**
 - **Tanya** to send for printing at Gramma Publications **DONE**
 - **Tiger Lilly** to pick up flyers (and pay with blank cheque) when ready and do flyering in the next 2 weeks (before June 28) **DONE**
- **Greg** to look into map functions in Nationbuilder - can we see the areas where we have most tree owners in the city
 - Or are there other ways of deciding on fruit-heavy neighbourhoods/streets to do flyering
- **Maddie** to send email and **everyone** to contribute ideas for good areas to flyer **DONE**
- **Greg** - for July 22 canning working: promotion **IN PROGRESS**
- **(in August)** restart conversation about fall canning workshop and plan for something in September **MOVE TO NEXT MEETING**
- **(in september)** restart conversation about fall pruning workshop and plan for something in October **MOVE TO NEXT MEETING**
- **Rashmi** to plan Zero Waste Kitchen and Beeswax Wrap workshop - talk with Ian Marcuse about booking Britannia space, and Greg about making eventbrite and doing promo, decide on date **IN PROGRESS**
- **Tiger Lilly** to do door-to-door flyering in chosen neighbourhoods **DONE**
- **Greg** to look at whether the “test test” volunteer sign-up went through

Operations & Events

- Search for new coordinator
 - Consider whether we need to post - requirement to post or can we figure out internally? We've hired without formal hire process in past, so ok
 - Lucas is working part-time
 - Options:
 - Option 1: post position
 - Option 2: invite Lucas to act as coordinator
 - Option 3: invite Tiger Lilly to be coordinator, and Lucas to be pick leader
 - Later in season, so let's go for option that requires least training of new staff
 - **Option 2 is preferred.**
 - **Maddie** to invite Lucas to the coordinator role tonight
 - **Maddie** to follow up by phone tomorrow if he's not in touch
 - If Lucas isn't interested: then ask Tiger Lilly if she's interested
 - If Tiger Lilly isn't interested in coordinator role, then post for the coordinator role
 - **Maddie** to update coordinator job description/contract
 - **Greg** to create a job summary/list of tasks/transition document
- Gear lock-ups
 - Strathcona - A lot of restrictions around this location, so we may want to consider alternatives
 - **Roxci** to look into Norquay as an option for gear storage, possibility of building a shed there?
 - **Everyone** to think about alternatives to storage options, e.g. the neighbourhood houses that we donate to. Put a shed on someone else's property
 - **Greg** to let us know which orgs he's already been in touch with.
- Pick leader scheduling
 - Could we communicate in a way that allows pick leaders to learn what picks have already been spoken for?
 - **Amy** to suggest to Greg: Maybe a google doc that only coordinator can edit, but everyone can view. That way, new pick leaders can see which ones are confirmed, and then ask Greg if you can shadow
- Pick locations
 - **Clint/Jenn** to look into whether our insurance restricts the geographic area that we can pick. E.g. can we do a one-off pick in Langley, and be covered?
- YWCA as a new community partner
 - **Greg** to comment on whether we could take on another community partner.
- Fruit pick app
 - Maddie to meet with team from SFU - Friday, July 13, 4:30pm @ Cafe Deux Soleils on Commercial
 - Anyone else is welcome to join

Finances

Outreach

- Maddie hasn't heard back from Charlotte about Ag in the City
- **Everyone** Sign up for shift at Aug 11 Trout Lake Farmers' market outreach
 - https://docs.google.com/document/d/1F1amqildvUavimQXoJTfr8r7m1WRjRlvu0c2-JkrW_c/edit?usp=sharing
- **Greg** to populate information in the outreach signup document about confirmed outreach events, e.g. McSpadden County Fair

Workshops

- Canning workshop
 - **Tanya** to make a graphic facebook/twitter promo of canning workshop
- Next pruning/canning workshops in fall
- Zero Waste in Kitchen and beeswax
 - Rashmi talked to Ian - can get space free
 - **Rashmi** to continue conversations about scheduling, and to update board by email

Paid pick leader

- **Tiger Lilly** to report on where flyering was done

Governance

- **Casey** to email Good Work and have the board posting taken down
- **Jenn** - transition to the New Societies Act - Jenn may be responsible for this. Follow up when she gets back

Other

- **Maddie** to continue convo with Greg about how info@ email is being checked/forwarded
- **Next meeting**
 - Wednesday August 8, 2018; Britannia Info Centre, Conference Room

Meeting Adjourned: 7:48pm

New Action Items

- **Maddie** to update coordinator contract
- **Greg** to create a job summary/list of tasks/transition document
- **Maddie** to invite Lucas to the coordinator role tonight
 - **Maddie** to follow up by phone tomorrow if he's not in touch
- **Rashmi** to continue conversations about scheduling zero waste kitchen workshop, and to update board by email
- **Tanya** to make a graphic facebook/twitter promo of canning workshop
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- **Tiger Lilly** to report on where flyering was done
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