



Board Meeting Agenda/Notes November 14th, 2018

Attendance - 6:38PM

Present: Maddie Hauge, Tiger Lilly, Tanya Ruscheinski, Rashmi, Lucas, Clint, Jenn, Amy

Regrets: Sylvia, Casey, Roxci

Agenda

Agenda Items
Group check-in, review agenda
Previous action items
Staff updates <ul style="list-style-type: none">- Lucas- Tiger Lilly Operations: Website <ul style="list-style-type: none">- Tanya: Website redesign project<ul style="list-style-type: none">- Input document and status- Template: need to decide free version or 'pro' version (\$70)- Potential template: Charity Care Partners <ul style="list-style-type: none">- Update on arborist selection?
Finances <ul style="list-style-type: none">- Monthly check-in- Grant applications (gaming)?
Outreach <ul style="list-style-type: none">- Outreach - upcoming- Blog posts<ul style="list-style-type: none">- Any topics to cover?
Workshops

<ul style="list-style-type: none"> - Zero waste kitchen and beeswax wrap - Wednesday, November 7 <ul style="list-style-type: none"> - recap - Wrap-up party - November 20 <ul style="list-style-type: none"> - Review Action Items and figure out what still needs to be done
<p>Governance</p> <ul style="list-style-type: none"> -

Meeting Notes

Staff updates

- Tiger Lilly
 - Restocked and cleaned up storage
- Lucas
 - No more picks
 - Helped with workshop
 - Working on wrap-up party
 - Focusing on year-end report - in progress and will be done by end of November

Website revamp

- Content draft doc is going
- The date chosen for transferring the content - December 12-13
- Yes to the upgrade to the Pro version - **Tanya** to get that!

Arborist transition

- Todd to stay around until 2019 and to help transition with new arborist
- **Maddie** to reach out to Todd to ask about any arborist connections
- Consider whether we could look to newer arborists from arborist schools
- Looking for arborist with ecological approach - nuanced search process
- **Jenn** to ask Nadine if she knows any arborist folks; and to ask master gardeners

Finances

- Gaming grant fund is totally depleted
- Got money from Zero Waste workshop
- Have a good contingency for over the winter and to pay the coordinator at the start of the term, and enough money for the wrap-up party
- Gaming Grant
 - Plan to ask for more money for the next year - because we're growing and picking more fruit and we have/need hired pick leader
 - Gaming Grant is due in January
 - **Jenn** to start on budget in December
 - **Lucas** to start on text of the grant
 - **Jenn** to send Lucas Gaming Grant info from last year.

Operations

- Reconsider picking pole options in March 2019
- Email lists
 - How do we manage and store email addresses for volunteers, community members, newsletters, etc.?
 - **ALL** Maybe a winter project - consider how we can thin down the email list to only those who are still interested and active, which would make it easier to email those folks (avoid exceeding email limit) - e.g. email over the winter to say that folks will be removed unless they reply

Events

- Wrap-Up party
 - Attendance
 - At 12 RSVPs, and some board members are planning to go too
 - Food
 - Planning to order food - deadline is 72 hours in advance
 - Earnest ice cream has donated a tub to eat there
 - Dietary restrictions to consider - gluten free, vegetarian
 - Plan to spend ~\$100
 - **Maddie** to look into getting PureBread donation.
 - **Jenn** to bring paper bags
 - Raffle
 - Raffle prizes - mobi, soap dispensary,
 - Raffle - plan to put names in hat and draw for prizes. Only give to folks who are there
 - Gratitude
 - Cards for volunteers
 - **Jenn** to look into what amount we can give the volunteers as thank you gift cards
 - Fruit Facts
 - **Tanya** to think of some fact decor thing to have at the wrap-up party
- Recap Zero waste Beeswax workshop
 - Attendance was great - better than the August attempt
 - 20 was a good number
 - The location at Britannia (ended up being in the arena) was free and Ian Marcuse was the contact for that
 - There was a lot of interest, so maybe we could plan to host 2 next year

Governance

- Strategic planning day
 - Dates that could work: **Amy** to send a doodle poll to propose some dates for this
 - evenings and weekend afternoons
 - Locations: Maddie's house is an option
- This is Clint's last year

Meeting Adjourned: 7:42pm

New Action Items

- **Maddie** to reach out to Todd to ask about any arborist connections
- **Jenn** to ask Nadine if she knows any arborist folks; and to ask master gardeners
- **Jenn** to start on budget in December
- **Lucas** to start on text of the grant
- **Jenn** to send Lucas Gaming Grant info from last year.
- **ALL** Maybe a winter project - consider how we can thin down the email list to only those who are still interested and active, which would make it easier to email those folks (avoid exceeding email limit) - e.g. email over the winter to say that folks will be removed unless they reply
- **Maddie** to look into getting PureBread donation. **DONE**
- **Jenn** to bring paper bags **DONE**
- **Jenn** to look into what amount we can give the volunteers as thank you gift cards **DONE**
- **Tanya** to think of some fact decor thing to have at the wrap-up party **DONE**
- **Amy** to send a doodle poll to propose some dates for strategic planning day **DONE**

Previous Action Items

- **Maddie** to talk to Todd about new arborist
- **Maddie** to talk to SFU students to see if there's any point in using the desktop version of the app they designed
- **Lucas** to try to get donations **DONE**
- **Maddie** to make Eventbrite for End of Season Wrap Up Party **DONE**
- **Jenn** to bring thank you cards for signing at next board meeting **DONE**
- **Maddie** to contact Pure Bread about donated food for wrap-up party **DONE**
- **Jenn** to look into getting gas or grocery cards for pick leaders **DONE**
- **Lucas** to think about/start the yearly report. Plan to complete by November **ONGOING**
- **Clint** to work on VFTP constitution and bylaws and get to Jenn in the next few days **DONE**
- **Clint** to review the constitution and bylaws and then will send to Jenn **DONE**
- **Lucas** to send emails to all pick leaders when picks are confirmed to offer them to shadow or brush up on the process **ONGOING**
- **Maddie** to test out certain operations on Nationbuilder **ONGOING**
- **Maddie, Lucas and Tiger Lilly** to workshop Nationbuilder together **ONGOING**
- **Jenn** to continue look into getting more poles **ONGOING**
- **Tiger Lilly** to look into buying two first aid kits, one for each lock-up, bigger tote, and ratchet straps **DONE**
- **Jenn** to follow up with Fresh Roots to see if they received a thing **ONGOING**
- **Amy** to draft language around tree owners signing up - encouraging them to fill out a tree-owner form before emailing
- **Tanya** to make a spreadsheet for pick leaders to track miles **DONE**

- **Everyone/Amy** clean up the Google Drive during the winter **ONGOING**