**Cumberland County Food Security Council Leadership Team**

**Meeting Minutes**

**Thursday, February 8, 2018, 9:30-11:30am**

**Wayside Food Programs, 135 Walton Street, Portland ME**

**Attendance:** Jim Hanna, Kayla Jones, Kristina Kalolo, Bob Deacon, Mary Turner, Ali Mediate, Judy Gatchell (phone)

**Glean Hole Suppah Update**

* Highlight local food available during the winter, gather community, promote local farmers
* Pass around a hat - first fundraiser as a 501c3
* Friday, March 9nd at 409 Cumberland (meeting room)
* Target audience - open to the public, people that live at 409 Cumberland
  + Planning for 50 people
* Talking with Jen from Fork - she offered cold storage and said she would ask if 2 chefs from Fork would be willing to volunteer
  + Processing 3 banana boxes of apples
  + Reached out to Cooperative Extension
  + Reached out to Kelsey and Dominic
  + Jordan Farms?
  + Cultivating Community?
* Menu ideas - apple pie, turkey chili, bread, squash soup
* Bob - could share document with the schools requesting volunteers

**Preparing for 501c3**

* **Board recruitment** (max 13)- people with special skills and diverse demographics
  + Chair: Richard, Vice-Chair: Judy, Treasurer: Mary
* What is the board description and expectation? Is this a working board? An advisory board?
  + What skills do we need?
    - Accounting (Mary), legal/lawyer, community organizing, marketing, news/publicity, creative/advertising, quantitative data analysis
    - Constituents (food insecure/low-income), people of color, at least half women, young people (Lift360?)
    - Public health, corporate, workers rights, environmental, farmers, politicians, private sector
    - Key organizations
  + Publicize through:
    - MANP
    - Commission for Volunteer Services - post about opening
    - Maine Council of Churches
  + Follow up steps: board job description, dream team list, individual invitation
  + **Opening Account** - Those present affirmed Jim and Mary will open account with University Credit Union
  + **Defining Membership/Decision Makers** - making something that is inclusive of folks that have been long-time supporters, putting policies in place for attendance and voting privileges
    - Currently - consensus decision-making process and other rules in 7/2014 document (Jim will send out document to Leadership Team)

**CCFSC Planning**

* Board of Directors will replace Leadership Team
* Thinking about how to bring new people how and engage them in meaningful ways
* One place where we are updating ourselves on shared statistics and a common understanding of what those numbers mean
* What are we already working on and how can we increase capacity through outreach?
  + What are the most important things that tie into our mission?
  + How can we take the lessons we learn and apply them to future work to magnify our impact (ex. Lessons from PPS Food Security Task Force and bringing that assessment to other school districts in Cumberland County such as MS86)
* Create a timeline of past accomplishments/work since creation in 2011
* Review of strategic planning document:

**CCFSC - staff, members, board of directors**

**JusticeFramework**

* TechSoup for Quickbooks (discount to nonprofits to purchase software)
* CDW for toughbook