

Cumberland County Food Security Council
Leadership Team Meeting Notes

Thursday, June 14, 2018, 9:30-11:30 am
Wayside, 135 Walton Street, Portland

Attendance: Jim Hanna, Mary Turner, Charlotte Hall (Bowdoin Intern, Maine Coast Hunger Prevention Program), Judy Gatchell, Richard Rudolf, Jae Min Yoo (Bowdoin Intern, CCFSC), Finn Naylor (Americorps Summer Associate, CCFSC), Travis (Cumberland County Government), Robert Deacon

CCFSC Organizational Development: To Dos

(Jim will email the “to do” list document that he created and handed out)

- How do we keep our work relevant to all of our members? What are the different ways we can keep people involved if not through meeting attendance?
 - Process survey about how we engage with our members
- Richard suggests (Judy and Mary agree) that:
 - The Board should address the following to do topics:
 - Mission and values
 - Values, Policies
 - Goals and objectives
 - Fundraising and fiscal management
 - Writing an annual appeal and mailing that out
 - Approving a quarterly or yearly budget
 - Using Quickbooks Online (Jim, Kristina, and Mary will be in charge of bookkeeping)
 - The Executive Director should address the following to do topics:
 - Project and job structures
 - Work processes, procedures, and practices
 - Developing an employee handbook
 - Finding a similar organization and base our handbook off of that
 - Creating a framework and then asking specific questions to a lawyer or human resources consultant
 - Documentation and standards
 - Physical facilities and space
 - Good Shepherd’s office is moving at the end of the summer
 - Additional summer staff is challenging to accommodate in the current office space
 - Training and development
 - Resource capacity and sufficiency
- Robert suggests having a “mid-level” person managing programs, rather than the organizing being just staff/interns and board members
- Jim moves forward the idea that he, and the staff, will take on the suggested topics and get approval from the Board
- Suggestion to acquire directors and officers insurance

- University of Southern Maine launched a free program about a year ago that provides business and legal consulting (*Travis can reach out and ask who is the best contact for that*)
- Jim is interviewing replacement Americorps for Kayla tomorrow

Committee Organizing

- Strategic Planning
 - Richard potentially leading this group
- Equity
 - Racial Wealth Gap Learning Simulation (developed by Bread for the World)
 - Convening meeting on June 29th who will choose a date for the pilot (before the end of the summer)
 - Aiming for between 30-40 people to participate
 - Running the pilot in the morning and then having lunch to decompress and have conversations about experience
 - Using lunchtime to link it back to food security
 - Pilot with our members
 - Groups that we might work with later on: SURJ, Portland Friends Meeting, USM (Social Justice Summit)
- Policy
 - Sending a survey out to the group to get a sense of people's interest and capacity to participate in this committee
 - Gubernatorial debate
 - By September, have (2-3) policy goals outlined and when the campaigns have fully formed know what messages you want to deliver to the candidates
 - Potentially work with Equal Justice Partners and Maine Initiatives, Council Churches
 - Using our network to direct people towards resources on how to learn about and respond to the Farm Bill
 - (*Judy will share upcoming webinars on the Farm Bill*)

Fundraising Plans

- Grants
 - Received Sewell Foundation grant (\$21,500)
 - TD Bank will not fund our proposal this year
 - USM class gave us \$5,000
 - Maine Community Foundation gave us funding (less than last year)
 - Beginner Farmers and Ranchers for SBCA, we will be sub-awardee
- Alternative fundraising ideas
 - Developing Facebook funding platform
 - Developing a "donate now" button on our website
 - Donor solicitation or annual appeal?
 - Membership fees?

Project Updates

- RFP for technical assistance around policy development from Harvard Center for Health, Law, and Policy Innovation (policies that reduce sugar intake)
 - Ex. advocating for soda tax
 - Opportunity to reconnect with public health
 - Responsible for creating coalitions
 - Travis suggests that we are not a large enough organization to take on this sort of state legislation work - what would be more effective is for us to elevate the gubernatorial discussion around food security
 - Richard argues that this is not relevant enough to our food insecurity mission
- Closing the Hunger Gap with Local Food
 - Sending the document out to readers next week (as google doc where people can comment but not edit directly)
- Portland Public Schools Food Security Task Force
 - Presented to the Operations Committee of the Portland School Board
 - Launching the final report and campaign this August
 - Thinking about how we will present and publish this work in the future
 - Sharing this information with PTOs and the school community through a variety of different events
 - Starting with local conferences and perhaps moving to national conferences with this work and school food security needs assessment tool
- Gleaning
 - Already had two gleaning days
 - Distributed to the South Portland pantry

Upcoming Dates

- CCFSC Equity Committee: June 29
- Full Council: July 12, September 13, November 8
- Leadership Team/Board of Directors: August 9, October 11, December 13
- Annual Meeting: October 16