

Toronto Sustainable Food Co-operative Board of Directors Meeting:

Date: Saturday March 8th at 4PM

Location: Harvest Noon Cafe

Facilitator: Vic

Minute Taker: Elie

Present: Vic(left at 6:00pm), Elie, Jes, Shari(left at 5:10pm), Nicole

Absent: Nico

Meeting Start: 4:24 PM

Approval of the Agenda

MOTION: Vic/Nicole

All in favor

Amend (Jes/Vic): add GSU CFS Debate, March GSU Council Meeting, Building Updates, Kitchen Space Request

All in favor

Approval of Previous Meeting Minutes

All in favor

Check-Ins

a) Remaining Outstanding Last Meeting Tasks

ACTION (Nico): still filling out survey by contacting Julia for financial report; may need Jes to assist re: past board years

- Survey is almost done; Nico needs volunteer info and past board info

Action: Nicole to send Nico volunteer info for survey; Nico to ask Jes for past board members to Nico

ACTION (Nico): complete double checking whether Co-Operators insurance is paid

ACTION (Nico): find out whether catering from WalkTO event paid and deposited

ACTION (Jes): change ULife contacts on application to Nicole:

n.davis@mail.utoronto.ca and Vic: v.benjamin@mail.utoronto.ca . Now checking with Student Life since form wouldn't let enter mail.utoronto addresses

ACTION (Jes): to continue to talk to remaining board members individually about roles, bringing in past board members to answer questions as necessary

Action (Vic): to buy *Guide to the Co-operative Corporations Act in Ontario* book for board use

Action: Nico to find out if there were any TSFC opt-outs

Action (Vic) to continue to follow up with Xander re: costing out of baked goods & ask for rough work so we can see the actual breakdown of costs (labour, ingredients, etc)

Action: Jes to follow up with xander re *the newspaper* article errors

Action: Jes to continue reviewing policy updates for website

a. Mail & Email

Mail:

- i. Workplace Safety and Insurance Board

Action: Elie to email Julia to pay outstanding amount. She may have already paid this without seeing the statement of account. We should also look into setting up pre-authorized payments.

- i. Kitchen Space Use Request (March 8th, 2014)

MOTION (Jes/Vic): the Women's Coordinating Committee for a Free Wallmapu have their kitchen space use request (to reheat empanadas) approved and that GSU Executive Brad Evoy be the board's designate kitchen supervisor.

All in favor.

Phone:

- i. The Archeology Center (Katherine P.) - for Friday March 7, 6-8pm. About 30 ppl + 1 drink each, wondering about getting drink tickets. [416-738-1450](tel:416-738-1450)

It got redirected to the pub as it should have been and the event happened yesterday.

- i. Reservation (Sasha R.) for 20 students from March 12. [647-883-5618](tel:647-883-5618)
This is the same group that we have already approved for March 12. Jes has been in contact via e-mail.

b. GSU Updates

- i. Request from Pub Re: Signage (Tabled from February 16th)

ACTION (Vic) : To make a sign for when the cafe runs out of food.

- i. GSU Election Results

Unofficial results have Civics and Environment Commissioner Susanne Waldorf reelected, unopposed candidate Nickie Van Lier elected as Internal Commissioner (& levy group liaison)

- i. [GSU CFS Debate](#)

There is a debate happening this Monday March 10th at 6pm in McLennan Physical Labs (MP203) with both sides of the continued membership referendum represented (Ashleigh Ingle - petitioner vs Alastair Woods - CFS Ontario Chair). This is an opportunity for board

and other members to inform themselves on a controversial issue happening in our community / affecting our funding body.

- i. March GSU Council Meeting (March 31st at 6pm in Earth Science Auditorium, Room B142)

Reporting what we do once per semester is part of our funding requirements as a levy group of the GSU. There is a template that needs to be updated with current events but otherwise this is not too challenging. Often there are no questions at the actual meeting itself, especially if the report is thorough. We must send in our written report before March 24th to be included in the council email mailout / at the meeting and double check our presentation slide.

ACTION: Jes and Nicole to attend and report to GSU Council on our behalf. Jes to send in report and update slide to Heidi, GSU Exec Assistant with input from Nicole.

- i. Building Updates

- GSU building internet expected end of April

- a small furry unwelcome pest visitor was spotted entering the cafe during an evening booking; discussion has been had with Harry at the pub regarding monitoring external evening booking folks leaving open the fire door. This is something to bring up to Shain/building committee in future.

- BUILDING KEY! it turns out we were given a building key on Sept 11 2012, however this key did not make the transition to the next board on Sept 25 2012; Jes is in touch with Shain on this matter and we have a key for now. Likely will have to pay replacement fee (\$25) if key cannot be located.

- a. Financial

- @Nico see the tasks and more information at the Visionary meeting.

- a. Volunteers

- No updates. Plan for appreciation party and study/marketing/take a break

event

- a. Member Initiatives & Collectives

- i. Bread Collective Update:

- Jes working with Willie for bread workshop, not on a Tuesday spot.

- i. Grants & Funding Committee

- No updates from Summer Job funding

- i. Menu Planning: Update from February 11th meeting from Shari

- Generally went well, good turn out

- Meeting was like an orientation about menu planning, i.e. letting attendees know protocol; committee members go home to come up with actual menu ideas

- Members of the committee have access to Harvest Noon 100km

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account in order to see the catalogue, however this also means they *could*-- in theory-- order and charge it to Harvest Noon

- Possibility to use a credit card to order food - would increase security of 100km account use by menu planning committee
- There was raised the suggestion that menus should be updated more frequently where possible (i.e. menu planning committee try to submit recipes)
- Nuts were raised as a possibility to be taken into consideration because it's a good energy/protein source for vegans - however, since Harvest Noon takes consideration of dietary restrictions, we don't necessarily want to risk contamination from having nuts even if we just add a disclaimer - however, there are some possible alternatives: e.g. Nuts workshop so that we could clean/decontaminate right after to avoid allergies or dietary restrictions; also, more seeds could be involved instead
- Also, question of cocoa was raised - the board concluded that we could consider using fair-trade cocoa, since for Harvest Noon, if food isn't local, it could at least be fair-trade/organic e.g. cocoa from Chocosol etc (we also use fair-trade coffee & tea, which are not local)
- Next MPC meeting around late March

i. Food Growing: Not active currently.

- GSU Sustainability & Environmental Justice Commission has Guerilla Gardening initiative that will start soon and will likely be working with grOCAD (at OCAD). (Seed bomb workshop). Also they continue to research a CSA/Good Food box program, may be partnering with Grad House (the graduate student residence to expand their program) or alternatively set up a distribution point at GSU -- details still developing.

- grOCAD also has great designs for indoor gardening which is something to investigate (ie hanging herb pot containers).

- Dig In would like to work together more. They are setting up a permaculture garden project through Environmental Studies Dept. They would like to chat more about food production for us in the summer and timelines to increase coordination of produce donations delivery. Also their annual [Spring Shin-Dig](#) is coming up March 20th and we could help promote that (will be screening film on urban agriculture).

ACTION (Yes): To follow up with Dig In about food growing for summer.

i. Promotional & Advertising:

No updates.

i. Sustainability:

Service learning students making projects for Harvest Noon for our sustainability & farmer relationships / food chain.

- i. Events Committee:
 - Action (Jes) to create outreach materials to members asking what events they would like to see in future/summer**
- a. Staff Updates
 - i. Harvest Noon Sandwich Board Sign needs repairs (paint chipping)
 - Someone erased the Sandwich Board. Possibility to get a new one or repair it. Project to repaint and screw tightening the chairs together. Chair project could be during summer time.
 - ACTION (Jes): Ask advertise fixing the Sandwich Board on social media.**
 - Motion (Jes/Nicole) : To offer a \$40 honorarium to fix the Sandwich Board (including sanding and repainting). All in favour.**
 - TABLE (Jes/Vic) other small repairs to the exam/summer period (such as chair screw tightening/possible repaint.**
 - i. Meeting: Staff would like to have a meeting soon with all board and all staff present.
 - ACTION (Vic): To send a doodle to the staff and board and send an email with a doodle for a meeting.**
 - i. Staff Photo
 - Take individual pictures. Jes has a good camera
- a. External
 - i. **TABLE (Jes/Nicole) (Local Organic Food Co-Operatives Assembly Report Back (Feb 24-26) to visioning meeting**
 - ii. Website: Domain name, hosting, and payment updates
 - this is being done through the harvestnoon@gmail.com account, Willie has been paying for this & getting reimbursed, would like to transfer responsibilities to a current board member starting in April. Board member must have credit card ... alternatively if we get our own credit card this could be solved.
 - Domain name (Harvestnoon.com) expires December 2nd 2014**
 - i. **TABLE (Nicole/Jes) E-mail Listservs: "Revisit discussion from February 16th board meeting given staff concerns over new procedures established by the board without input from staff." to visioning meeting**
 - iv. UTERN Environmental Working Group Meeting (Feb 28th) - Jes
 - UTERN meetings are useful for networking with other UoFT Environment related groups/people, but ultimately the meeting showed a lot of disorganized planning and questionable of choices being made by UTERN about Environment Week.
 - v. GSU Environmental Justice & Sustainability Meeting (Feb 28th) - Jes
 - logistics of the Student Food Justice Round Table discussed → questions for all groups: who are you/what do you do? what food justice issues have you noticed that you want to address? what should

the overall direction be for UofT for food justice
-next meeting tba

a. Past Events

- i. Harvest Noon & Culinary Arts Club Cooking Class (Feb 25th)
The event went well, there were all positive feedback and they want to come back! The event cost [labor and food]and what we made from participants was about balanced, given contribution from Culinary Arts Club partnership.
A lot of cancellations but this could have been a post-Reading Week issue. There was a wait list. We experimented with emailing events staff re: “pay what you can” spots instead of just signing up publically, this resulted in no one taking those spots. Former PWYC participants felt it was a social barrier to email in / felt like they had to justify themselves. Recommendation that we revert back to public sign-up.
Shari to follow up with staff re: CAC reimbursements for food
- i. U of T Veg Club Screening of “Bold Native” (March 4th)
-No one showed up. Only organizer, Victor from the Veg club showed up. Essentially is the last film of the term with Veg Club
-there has been increased online promotion on our end but uncertain about what level of promotion the Veg Club itself is doing except to their own group
-important to revisit this partnership in future, maybe less frequently and have partnerships with different groups to show different aspects of the food chain for future film screenings

a. Upcoming Events

- i. UTERN Environment Week March 7-16 (Deadline 31 Jan)
-UTERN missed our workshop submission and then due to the nature of the workshop (migrant farmworkers) it couldn't be rescheduled. We're not the only ones who had problems communicating with UTERN about events.
- i. Healthy Campus Challenge Workshop Series
-there have been some major communication problems with Veg Club
-event on March 25th which will be a cooking event + talk
-Shari & Jes are following up with them + staff etc needs on our end
- i. U of T Energy Fair (March 12th) *catering request*
-this is not happening. we can't accommodate a 400 person offsite lunch at this time.
- i. GSU for Chew on This! Student Food Justice Roundtable (Friday March 14th)
 1. Catering Updates - still at around 30 people for lunch. They are

not picky and will just be asking for a main, salad, bread + hummus. They will be doing food pickup (Jes + Susanne responsible) and also have gotten their own plates/cutlery from UTERN. NEEDS: extra food prep + foil containers + possibly us purchasing extra serving utensils depending on the main.

1. Board Attendance

Jes and Nicole will attend as members of the Environmental Justice & Sustainability Committee. Jes has also RSVP-ed for additional 2 Harvest Noon members

ACTION: (Nicole) to send an email to volunteers asking for 2 reps and also personally to Susanne that she's attending as a EJSC commission member.

i. Trade City Toronto Beta (April 1-16th)

ACTION: Nicole to email Xander and talk about the plans for more details, further information, date.

Board Member Appointments ReTabled (Jes/Nicole) until Visioning Meeting)

TABLE (Jes/Elie) Board Training: to Visioning Meeting

TABLE (Jes/Elie)Policy

a. Health & Safety Policy

Proposals & Partnerships:

a. Hart House 5 buck lunch (but 5+5 since it's fundraiser for UofT food bank)

Lunch: Wednesday March 26th 11:45-2PM

-Request for Harvest Noon presence/tabling at event.

-NEEDS: volunteers, materials for tabling & knowledge of info about upcoming events. Also use Harvest Noon made salsa + purchase chips for sampling.

ACTION (Nicole): Email volunteers to help to table the event and buy a bag of organic blue corn chips.

b. Event request: former board member Anny has booked pub for March 28th for going away party, Further info coming from Xander about event and kitchen use. (Is this a catering job? a kitchen space use request?)

8. Visioning Meeting

a. Date: Sunday March 9th, 5PM

b. Location: Harvest Noon

c. Facilitator: Jes

ACTION: Jes to bring some chart paper for Visioning Meeting.

Next Board Meeting:

a. Date:

b. Facilitator:

ACTION : Elie to make a doodle and make sure people sign in.

Adjournment of Meeting

9. Adjournment

Motion (Jes/ Nicole).

All in Favour. Motion carries.

Adjourns meeting at 7:36pm.