

## **Solano Local Food System Alliance meeting**

### **Minutes**

**Thursday, August 3, 5 – 6:30 pm**

**In person (Solano EDC, 5050 Business Center Drive, Ste. 200, Fairfield, CA 94534)**

**and via Zoom**

#### **Attending:**

##### **In-person**

Tracy Ellison, Priscilla Yeane, Kimber Smith, Robin Cox, Mike Ioakimedes, Stephanie Oelsligle Jordan, Allison Nagel

##### **Zoom**

Rema El-Mahmoud, Rose Loveall, Mary Ann Buggs, Lisa Nunez-Hancock, Maggie Kolk

#### **Meeting Schedule:**

- Steering Committee will meet monthly on the second Thursday (5-6:30 pm on Zoom)
- Full Alliance Education forum on the first Thursday of the month quarterly (August, November, February, May); usually starting at 5 pm (though with flexibility in the time) and either on Zoom or in person
- Collaborative Action meetings held quarterly (September, December/January, March, June); Stephanie will send out a Doodle poll to determine the desired time and weekday for those meetings

Education forums focus on topics of interest to the Alliance and the general public that intersect with the local food system. Collaborative Action meetings create a space for group strategizing and thinking, discussions on ways to take action, reflection on the education topics and Alliance business.

#### **Charter Discussion:**

Please see the attached updated charter draft for the sections that were finalized during this discussion and remaining questions.

#### **Action items:**

- Allison will send the membership application link to the steering committee. Once the Charter is adopted, the application will be updated to help answer some of the questions raised during the charter discussion. <https://www.surveymonkey.com/r/HP5JFD7>

- Notes to include in the membership application: An opportunity to declare a conflict of interest (if selling anything, if working with agencies that have interests counter to those of the Alliance), level of commitment (voting/nonvoting). As all of these will be addressed in the charter, it creates guidelines for the steering committee to review membership.
- Stephanie will send out the Doodle poll to determine the desired dates/time for the Collaborative Action meetings.
- The next Charter discussion will be during the next steering committee meeting on Aug. 10 and be finalized at the September collaborative action meeting.