

SnoValley Tilth

January 28th, 2019 - SnoValley Tilth Office Board Meeting Minutes 6:35-8:40pm



Attending: Hannah Cavendish-Palmer (VP), Meredith Molli (President), Nancy Marshall (Treasurer), Petrina Fisher (board), Baj Kochar (board), Alice Vanderhaak (board), Bruce Ford (board), Brian Drake (board)

Call to Order, minutes approval from November/December 2018: Libby corrected spelling error in December 2018 minutes. November Minutes 4 approved, 3 abstained. December Minutes 5 approved, 2 abstained.

Board Welcome - Libby welcomed new board members and each in attendance introduced him/herself

Q4 Financials: Q4 and year end financials to come for Feb. board meeting.

2019 Executive Team Executive team for this year is Christeena Madsen, Petrina Fisher, Meredith Molli, Nancy Marshall, and Baj Kochar. Executive roles to be decided at first executive team meeting of the year. February 26th at 6pm - 30 minutes prior to monthly board meeting. Need to review bylaws comprehensively was discussed to see if any changes are needed. Action to be considered in future.

Directors Organizational Report

Member Services & Programs Farmer/Farm business membership updates have rolled out, feedback given about proposed consumer membership levels. Petrina offered to work with Libby to incorporate suggestions made.

Website To add New Farmer & Resources Section to Website

Business Resource Center Accounting Workshops held 24th and 25th. 19 people in attendance, 6 private consultations held. Next up: Marketing and Design in March with consultation opportunities.

EFP Green Slough lease should be signed by middle February for 2019 year. 2019-2025 plan for site in progress

Advocacy Advocacy Priorities: 2019-2020 advocacy priorities - to review and update in February.

Made Improvements to messaging/branding. Updated website, rewriting content and updating programs to reflect existing structure.

Intern analyzing social media and newsletter audiences (demographics, habits, etc.). To create a 2019-2020 social media/communication strategy and content.

King Ag. Summit/Gathering planned for 2/8 11am - 1pm, Snohomish Ag. Summit/Gathering planned for 2/15 11-1pp

ED search update: hiring committee will meet to review resumes, then to schedule phone interviews and in person interviews.

Meredith to invite Susan Harman to speak to the board about ED hiring processes.

2019 Budget

Discussion about amending the budget as passed to include staff wage increases and accommodation for family leave. Motion to approve budget as amended by Meredith. Passed unanimously.

Hiring Update

Interviews for Executive Director and Outreach and Farmers Market Manager are progressing. Phone screenings and interviews to start prior to next board meeting.

Updates from partners

WID: No update

SVFC: No update

KC FFF: Regulatory, Buffer and Strategic Plan task forces are all moving forward concurrently.

CCF: Board meeting to come as well as steering committee meeting planned for Feb. First CCF sales occurred in December!

Carnation Farms: Is hiring for several positions

SCD: Ag. Resilience plan is moving forward - to collect farm community feedback about priorities in order to sort out needs and determine capital projects with the most benefit.

Adjourn

Next meeting: February 25, 2019 Location SnoValley Tilth Office; 6:30-8:30pm

February 25, 2019 - SnoValley Tilth Office Board Meeting Minutes



Attendees- Brian Drake(Board), Bruce Ford (Board), Meredith Mollie (President), Petrina Fisher (VP) (Corrected 3/25/19), Nancy Marshall (Treasurer), Baj Koschar (At-Large), Christeena Marzolf (Secretary), Alice Vanderhaak (board), Hannah Cavendish-Palmer (board)

Call to order 6:38 - Minutes for January - approved by all 1 abstension__ Christeena, Motion to ratify exec committee- passes

Q4 financials - Libby - Discrepancy found in market tokens- money back minus processing fee- handed out \$2400 more in vender redemptions then what was sold this year. May be old tokens, or booking them incorrectly, Market books are complicated because of the currencies. May need to improve process. Libby working on refining process with Lainey prior to start of new manager. Cash Balance__ 34K next big expense are monthly wages. Still waiting on open pledges

Exec Committee- President-Meredith, VP- Patrina, Secretary- Christeena, Treasurer- Nancy, At-Large- Baj. Motion to ratify exec committee- passes unanimously

Hiring Update - 2nd interview with ED candidate selected to be interviewed on Wednesday. Strong candidate with many skills that will benefit SVT. Will initiate another search if candidate declines offer. CFM hire - Madeline Finch- new CFM market manager Starts next week.

Directors Report - **Membership**- To initiate donor program for NON FARMERS. **EFP**- Lease signed at Green Slough- owned by King County and entire property eased back to SVT. Dan to be moved out with in 120 days. Unknown about how county will proceed, will know more at scheduled meeting with those representatives. Important to clarify SVTs role as farmer advocate and partner w/county regarding land access. Viva farms looking for roughly 100 acres in King County. **Advocacy**- draft doc.from Strategic Plan presented as a starting place for possible next steps for advocacy. Housing, land access are the two things Libby feels are the biggest issues to tackle. 2 Farm conferences happened in February- one in King and one in Snohomish. **Organizational Strength** - Interim development plan to be determined by hiring committee and to be reported back. Staff self assessments were productive and well received.

ED Transition - If candidate does not accept offer Libby is willing to work 10hrs a week as Interim ED. Hire grant writer and possibly a search firm or hiring consultant. Extend Libby's Interim ED position. Original

contract to end March 1st, potential ED candidate can not start until Mid March. **Motion-** to continue written agreement with Libby to continue Interim ED through March 25th. All in favor- Motion passes

Updates from partners - **CCF-** labels done, sales happening, meeting with PCC. Producers outreach to happen, **Carnation Farms-** Still hiring- five positions. Posting as value added product launch, marketing, sales assistance also. Grant funded. Applications to be sent out through listserve, **KC AG-** No update, **SCD-** reaching out to different regions in Snoho county. Looking for farmers priorities with regard to climate change to know what capital projects to initiate through SLS. **SVFC-** No update **WID-** No Update **FFF-** No Update **Oxbow-** Starting CSA again- market style CSA

2019 Auction - SUNDAY May 19th. Folders handed out with sponsorship packages, with invitation letters, and item procurement. Email to be sent with digital copies.

Ticket price \$85, Tables of 10, At Calton Farm in Lake Stevens. Ticket website is up and ready to go. Swift and Savory and The Grange are proposed as alternative to Chef Adam from Adam's Bistro in Monroe, Roughly 60% are previous attendees

\$9700 hope to get in sponsorship of the \$55K. Open at 4pm, silent auction/ music, raffle tickets (50/50 SVT and winner split), wine pull, dinner service or buffet, live auction, raise the paddle, and desert dash. Special price for farmer? last year only for EFP participants. Desert Dash brought in \$5000

Adjourn at 9:14

Next meeting: March 25, 2019 Location SnoValley Tilth Office; 6:30-8:30pm

Board Meeting Minutes



6:09 Exec Committee called to order. Baj, Patrina, Libby and Christeena.
Discussion on ED search.

Attendees- Brian Drake(Board), Petrina Fisher (VP), Baj Koschar (At-Large), Christeena Marzolf (Secretary), Alice Vanderhaak (board), Hannah Cavendish-Palmer (board)

6:30 Call to Order, minutes approval from February 2019

- Called to order 6:33PM- Minutes- revision to Petrina's name Brian, moves to approve as Amended, Alice Seconds. Motion Passes.

6:35 Financials (Q4 and Year End)

- Token discrepancy was not resolvable.
- QuickBooks will record the amount of tokens out and redeemed in real time
- Checks in balances being put in place to limit the amount that fall through the cracks.
- Libby has followed up on outstanding checks from Tilth Alliance and KCD. Should receive with in the next few weeks.
- Cost share with KCD for program supplies budget will be rectified in 2019
 - Other supplies not covered.
- - CFM-Talk about 5 year plan for market and outreach.

6:45 Directors Report

- Meeting with Libby and Sean and King County Ag. Regarding Dan Beyers property scheduled for next week. Tabled until next week
- BULK BUY- Transparency- in accounts receivable and accounts payable.
 - Bulk buy last year had 8 this year has 20
- Member Services & Programs
- Advocacy
- Organizational Strength

7:00 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

7:10 2019 Auction-

- Postcards are in
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- CF staff may be chef for event

7:15 ED Hiring Update & Discussion

- Two new applicants submitted resumes
- Options:
 - hire professional interim ED
 - increase board activity and committee (volunteer) involvement instead of hiring an ED.
- review of programs chart for 2019
- young farmers coalition- libby to submit ED job description
 - 2-3 month solution- board steps up in key areas- Libby helps out in key areas (5hrs a week). While still looking for new ED
 - End of June consider Interim director solution?

8:30 Adjourn- 8:46

Next meeting: April 22, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

SnoValley Tilth

April 22 2019 - SnoValley Tilth Office Board Meeting Agenda



- 6:30 Call to Order, minutes approval from March 2019
- 6:35 Financials (Q1)
- 6:45 Hiring Update
- 7:10 Directors Report
 - Member Services & Programs
 - Advocacy
 - Organizational Strength
- 7:30 Carnation Farmers Market
- 7:45 Grant making in 2019
- 8:00 Updates from partners
(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)
- 8:15 Auction Update from Claire
- 8:30 Adjourn

Next meeting: May 27th, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

SnoValley Tilth

June 3, 2019 - SnoValley Tilth Office Board Meeting Agenda



Attendees: Attendees- Brian Drake(Board), Bruce Ford (Board), Meredith Mollie (President), Petrina Fisher (VP), Nancy Marshall (Treasurer), Christeena Marzolf (Secretary), Alice Vanderhaak (board), Hannah Cavendish-Palmer (board), Jill Farrant, Libby Reed

Not in attendance-Baj Koschar (At-Large)

6:30 Call to Order, minutes approval from April 2019

Call to order 6:38

Minutes for April will need to be approved at the end of June along with May minutes. April minutes need to be located.

6:35 Financials (Q1)

- **Cash balance good**
- **Aging Summary- Market Supply- amount for the bulk buy holding onto invoice until all things are delivered and returned if needed.**
- **Money from Tilth alliance coming soon**
- **Equipment grant was approved**

6:45 Introduce ED and discuss transition

- **Jill is catching on quickly. Libbys amount of involvement is unknown going forward. The next few weeks Libby intends to help finish the work on KCD grant**
- **Transition with staff going smoothly**
- **Attend meetings for Farm Land partnership. Made contact with Key partners**

7:55 Directors Report

- **Member Services & Programs**

Petrina- working on Member outreach and donor option

Some new memberships in the last few weeks.

Planned giving? Have SVT in as beneficiary?

- **EFP/EFP2 is moving forward, field work and clean up on both sites.**
 - **EFP2- Potluck will be held on site next member meeting-**
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- County to grade and gravel and put in gate unknown timeline.
 - Name to be decided
 - Farm Services-
 - Technical intensives have been a success between 8 and 10 people, Whistling Train Farm and at Steel Wheel Farm.
 - Can the RSVP for be left open? Have an email option to get in contact after RSVP cut off. -Donate extra spot if you are only coming as one person.
 - Farmer Party In October- possibly at Train Depot in Duvall- looking into options\Regional Food
 - Systems Grant - Land Tenure model of leasing. King County/ Forterra/ PCC farmland trust
 - Carnation Farmers Market first day was successful with no major hickups.
 - Advocacy
 - Farm Fish Flood Caucus met today- Moving forward on a positive note. Seem to be on the same page.
 - Organizational Strength
 - Submitted general operating funds grant. Looking for additional grants to support general funds.

7:15 Carnation Farmers Market

- Market has fewer vendors/ fewer ag vendors / foot traffic seemed good.
- No EFP participants want to sell at Farmers Markets
- Question remains if SVT should be supporting the market at a loss. Committee to be formed after board has had a greater discussion on markets viability- will be added to next meeting agenda

7:30 New bank account/signers

- Steps are being taken to change bank- Coastal Community Bank as an option. Maybe other options, must have mobile banking.
- MOTION MADE by Hannah: to switch from Sno Falls Credit to Coastal Community Bank as primary Bank for checking and saving and to close said Sno Falls Credit Union in Q3- Brian Seconds - Passes unanimously
- MOTION MADE by Petrina: to add Meredith Molli and Jill Farrant as signers, Nancy also stays signer, Claire and Libby to be removed. Bruce Seconds- Motion passes unanimously

7:45 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

WID/ SVPA- hosted Public community meeting Haffner Barfuse Levee project- habitat restoration project 40 + people attended. County is still in planning phase of the project. Farmers requested greater details then the county had prepared.

SVFC- New Manager started.

CCF- Petrina- Hired Operations Manager- Liz Crain - packaging and accounts/ selling at Family Market in Duvall

KCD- Libby- Reorg happening. AG resilience plan working on prioritizing

Carnation Farms- High schoolers starting 30 new farmers starting in July. Chicken Processing to start in August for public. plan to do 50 a day

Agg- Commission- No June meeting. May meeting had information from Farmers Markets. KCD/UW study on Fresh Bucks and FM money, whether it stayed in the county or not.

8:00 Auction Debrief from Claire

- Add Auction as agenda item to every meeting going forward to keep it in the forefront
- 67,500 was gross - spent 29,750 made 37,750
- Seated 141/ 146 purchased tickets. Donated unused tickets to Snohomish KCD employees.
- 2018 we seated 150
- goal for 2019 was 170 still met goal
- Silent Auction up Live Auction down
- Wine sales down 30%
- Having bigger ticket items in Live auction
- Auction catalog in advance
- Next Auction MAY 16th Saturday.
- Should it stay in Spring or move date?
- New location needed.
- Volunteers were hard to find this time around: NEED
 - 5 servers
 - 3 at Check in table
 - 2 on raffle
 - 1 on wine

Possible volunteer recognition event?

8:30 Adjourn

Adjourn at 8:49

Next meeting: June 24, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

June 24, 2019 - SnoValley Tilth Office Board Meeting Minutes



Attendees: Attendees- Brian Drake(Board), Bruce Ford (Board), Meredith Molli (President), Petrina Fisher (VP), Christeena Marzolf (Secretary), Baj Kochar (At-Large), Jill Farrant

Not in attendance- Nancy Marshall (Treasurer), Alice Vanderhaak (board), Hannah Cavendish-Palmer (board)

6:30 Call to Order, minutes from April 2019 not found

Call to order 6:45- Minutes from May (June 3rd) approved with corrections (1 abstention-Baj)

April- minutes not found

6:45 Financials

- Do we need two signers for checks above a certain amount?
- Board to review financial policies for further discussion
- Email updated budget, in easier to review format.
- Jill to review sponsorship line items in budget
- Market supply invoice has been requested.
- Outstanding grants are trickling in.

7:00 Directors Report

- Member Services & Programs
- EFP/EFP2- no issues with participants :
 - EFP2- KC executive to come out to see site, preparations being made to site. Talking points need to be prepared.
 - Update to be made on visit details
- EFP2- Potluck good mix of old and new farmers.
- Technical intensive at end of July- Radicle Roots
- KCD regional grant has been submitted.

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- Advocacy
 - Farm Fish Flood- Libby is still attending
 - Carnation farmers market attendees
 - A few more vendors a month have been joining the market line up.
 - New Promotional material needed for outreach
 - Banner
 - Flyers
 - T-shirts
 - New debit card with daily limit for employees
 - Must keep receipts and still turn in. need to add language to employee handbook with direction.
 - Is Credit card better? Petty Cash?

Brian - Proposed motion- to apply for corporate credit card with credit limit balance of \$1000 for Sean and \$5000 Jill. Petrina seconds - all in favor, no abstentions or no
 - Professional Development- Association of fundraising professional \$300 need to attend.

7:49 Carnation Farmers Market

- Question on why EFP participants are not selling at CFM.
 - Is not EFPs intention to make participation in CFM mandatory.

Market is only breaking even because of grants.

 - Break down financial information for CFM- show breakeven and what a profitable market would look like
 - Does the Market have other uses to benefit SVT? Deeper dive into necessity and benefits needed.
- Committee of board members/market managers/ existing volunteers to come up with a game-plan to engage community, recruit new volunteers and enhance vendor revenue.
 - Brian and Bruce to head committee

Membership-

- Farmer members and Supporters. Supporters would be 'donors' and not given a vote in yearly meeting.
- Need to revisit discount at area vendors.
- Stock donations?
- Feedback needed before next meeting

8:34 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

WID/ SVPA- none

SCD- New ED search

SVFC- started CSA
CCF- none
KCD- none
Carnation Farms- none
Agg- Commission- None

Auction- Monthly updates from Claire needed.

Adjourn- 8:43

Next meeting: July 29, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

July 22, 2019 - SnoValley Tilth Office Board Meeting Minutes



6:30 Call to Order, minutes approval from June 2019

Attendees- Bruce Ford (Board), Petrina Fisher (VP), Christeena Marzolf (secretary), Baj Kochar (At-Large), Alce Vanderhaak (Board), Nancy Marshall (Treasurer), Hannah Cavendish-Palmer (board)

Not in attendance- Brian Drake (Board) Meredith Molli (President)

Call to order- 6:38

Motion to approve minutes- 4 approve 2 abstentions motion- passes

6:35 Financials

- Not ready yet.
- Review of outstanding bulk buy accounts
- Credit cards have been applied for both Jill and Sean
- Financial Policy needs to be reviewed. Nominated Nancy and Baj

6:45 Directors Report

- Member Services & Programs
 - Table to farm- board needs to help advertising
 - All previous attendees have received email invitation
 - Last member meeting Viva Farms in Woodinville- 28 people in attendance
 - 16 vendors at Carnation Farmers Market- fewer shoppers
 - Four grants to be submitted in August
 - Advocacy
 - Organizational Strength
 - Strategic Plan Review- request to put on our agenda to review.
 - Executive directors visit EFP2
 - Dow Constantine visit 30 people in attendance plus film crew, meeting went well. Impromptu discussion of potential habit site
 - Reporter to come out again and finish up story in Valley Record.
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7:20 finalize farm supporter membership

- Reviewed with staff- Market bucks removed due to time to manage and CSA discount
- Notice to renew not sent out causing drop off in membership. Mailers sent recently
- Offering Scholarship for \$25 membership
- Raising Farmer Membership from \$25 to \$35?
 - Will keep at \$25 and float idea to members at member meeting.
- Donor levels to be voted on.
 - no voting rights at any level. Tax deductible
 - Add 500 (+)
 - Matching gifts from employer

Motion made to Keep Membership prices the same and add Donor levels with edits as indicated.
Seconds- passes unanimously

7:30 farmers market committee update

- Brian and Bruce visited market on separate days to gather data to be present to board next month-to vote on path forward
- Meeting with Neil at Present Tense Farm gave insight historic data
- Mission alignment- how the market furthers the mission
- Bruce sent out survey to highland community
 - Suggested moving date
 - More vendors
 - Notice on days of operation

7:50 Updates from partners

WID-No update

SVFC-No update

KC Ag Commission-No Update

CCF- Selling at Oxbow Farm stand

Carnation Farms- USDA Slaughter- poultry processing unit needs better equipment. More positions available.

SCD- No Update

FFF- skipping summer quarter due to scheduling

Oxbow- No Update

8:20 Auction

- Request for Claire to submit proposal to manage events next year along with growth goal. To be reviewed yearly
- Starting earlier on Claires contract to begin outreach
- Clearly defining board and staff responsibility for events
- Board should be setting goals for contributions and donations

Baj- Agenda item-

- Threshold for signers? Financial controls to be discussed in greater detail.
 - Review checks ?
 - Review transactions online and matching up in quickbook
 - Invoice and physical backup check
 - Board to start helping review check/transaction
 - Separating out working capital to another account.

8:30 Adjourn- 8:40

Next meeting: August 26, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

Board Meeting Minutes



6:30 Call to Order, minutes approval from July 2019

- Called to order at 6:48pm
- In attendance: Meredith, Alice, Jill, Baj, Bruce and
- Minutes were approved. Four approved one absension
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6:35 Financials

- Q2 reports-moved to next month
- Credit Card Policy review
- Meredith expressed a request to understand the effects of the Family Medical leave act on our books. Is payroll in error?
- Baj, #8 and not or wording regarding a lost or stolen SVT credit card
- Baj requested bringing the CC and the Bank Statements to the board meeting for examination. Jill agreed.
- Petty cash - talk of depositing the money from the market into the bank before replenishing petty cash. Jill will talk to Laney about changing the BMP and report next meeting.
- #3 under report requirements change this to monthly. Bringing it to the board meeting covers that.

6:50 Directors Report

- Member Services & Programs
 - Advocacy
 - Organizational Strength
 - Last farm tour at Oxbow had very low attendance
 - Begining farmer resource page soon to be up
 - Table to Farm dinner cleared \$3000 and sold out
 - King County graded the road in front of EFP. No help in providing gravel.
 - Working on a draft of the new EFP lease
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- Grants - Tulalip going out this week.
 - Viva acres is buying Herb Farm. They will have an incubator farm. Jill is having discussions with Viva.
 - Claire asked that someone with SVT give the farm tours at the Farm Fair. Hannah agreed to help coordinate this and to help.
 - No more "bounty week" - too much work for Saver Snoqualmie

7:05 Farmers Market Committee Update

- Bruce and Natalie met to discuss the market
- Initial strategy to address key issues was developed.
- Bruce, Brian, Jill and Natalie to meet in September and decide on needs from the city to address lack of visibility, parking and possible financial support.
- Jill will set up meeting with mayor in October

7:25 Strategic plan review

- Baj and last board meeting group asked that it be reviewed and updated
- Hannah discussed having a strategy meeting with our members. Presenting an updated version with our group at the annual meeting. Present on the Strategic Plan and ask for feedback. Possible survey previously or during the meeting.
- Voting membership will be a change and organizing the meeting to steer it toward those that have a vote.
- New board members and Natalie should review this for informative purposes and outreach and establish where we stand.
- Review status during next board meeting
- Jill suggested tackling in sections. Give updates by sections during the board meetings.
- All white and yellow needs to be looked at first and updated - Jill

8:00 Fundraising

- Review Claire's 2020 proposal
 - * Claire hasn't sent it yet. Forward out before the next meeting for Board review
- Brainstorm Farm Faire Prizes
 - * Trying to move away from the plastic prizes
 - * Flowers crowns station
 - * sporting equipment as prizes (soccer ball, etc.)
 - * recruit FFA kids to run the games, face painting
 - * Tie the petting zoo (from the farmers market) into the prizes - wine a game, pet a goat

* Tokens for the farmers market

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- Report on Table to Farm Dinner.
 - * Raised \$3,000
 - * overall - good succes
 - * Negative feedback on the bumpy ground

8:15 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

- WID, creating sub basin mitigation plan
- Coop is still alive - Members stepped up and agreed to keep it open through the season
- Carnation Farms is about to start processing other farmers poultry, Chickens, ducks, turkeys and rabbits in the near future. Currently working on the pricing structure. Will process more next year of other farmers poultry. USDA Slaughter is coming along. The projected timeline is around the end of the year, maybe.
- Next FFF meeting is an all day meeting in October

8:30 Adjourn - at 8:27pm

Next meeting: September 30, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

Board Meeting Minutes



Attendees- Brian Drake(Board), Bruce Ford (Board), Petrina Fisher (VP), Nancy Marshall (Treasurer), Baj Kochar (at- large), Hannah Cavendish-Palmer (board), Jill Farrant,

6:30 Call to Order, minutes approval from August 2019

- Petrina called the meeting to order at 6:37
- Minutes approved by four and abstained by two

6:35 Financials

- Q2 reports
- Credit Card Policy Vote
- Discussed the Q2 financials. Noted increases in donation, due to corporate matches from KCD, Microsoft, etc. up slightly after factoring out the donations that will be moved to Auction.
- Expenses are roughly \$10,000 below budget due to not having Claire's event invoices yet and grant writing that is not on the books yet.
- CC Policy - We looked at the use agreement for card holders and voted on the official Credit Card Policy after making one change - add "... unsubstantiated employee expenses..." and take out the sentence, "Cardholders who have not reconciled and submitted their monthly..." and "a plausible explanation has not been received by Accounting / Finance Department,... Final draft will be drafted and approved as voted on and approved unanimously by the board."
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6:55 Directors Report

- Member Services & Programs
 - Advocacy
 - Organizational Strength
 - Proposal to have a special budget meeting separate from the board meeting. Nov 18th will be the Nov Board meeting with an emphasis on the budget. Baj and Nancy will meet with Jill on the 11th of Nov to walk through a prelim budget.
 - Patrina asked how the meetings with supporters and advocates are going for Jill. What opportunities are out there and what changes may be going on.
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7:25 Farmers Market Committee Update

- Jill is thinking about putting out more behavioral suggesting on “bring your list”.
- Board decided to authorize SVT letting the City know about our losses and that we are looking at discontinuing our involvement during the Oct. 15th meeting.

7:40 Strategic plan discussion

- Claire’s proposal - tabled until next meeting.

7:50 Fundraising

- Review Claire’s 2020 proposal -
- Report on Farm Faire event. - Made \$500 - A community give back. Patrina questioned why we do not use it as a SVT development event, with sponsorship and signing up new members, etc. Brian asked for Claire to share price per hour.
- Discussed Claire’s proposal, rates, increases year on year, energy around promoting the event. Jill will reach out to receive other quotes. We did not vote on Claire’s proposal.

8:15 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

- Only update is from Hannah on Carnation Farms, Culinary and Hospitality are taken off of the Non-Profit section. Focus on Ag education and ag production. Therefore SVT falls outside Non-Profit. We need to get on that!
- The Cannery - They are looking for a sponsorship. Patrina suggested connecting them to NABC and or USDA Cooperative, use of the List-Serve to round up the farmers.. Baj suggested we contemplate spending the capital to help them get started. Hannah’s point was we need the group of people first, before. Baj stated that it would be good to have them present. Instead Baj will refer Terry to Hannah for counseling.

8:30 Adjourn

Meeting adjourned at 9:12pm.

Next meeting: October 28, 2019 Location: SnoValley Tilth Office; 6:30-8:30pm

SnoValley Tilth

October 28, 2019 - SnoValley Tilth Office

Board Meeting Minutes



Attendees- Bruce Ford (Board), Meredith Mollie (President), Petrina Fisher (VP), Nancy Marshall (Treasurer), Christeena Marzolf (Secretary), Alice Vanderhaak (board), Hannah Cavendish-Palmer (board), Baj Kochar (at-large) Jill Farrant (ED)

6:30 Call to Order, minutes approval from September 2019

Motion passes with additions/corrections

6:35 Financials

- Q3 reports

2018/2019 financial true up

Review 2019 payroll increase

Event Expenses down from 2018 may not have received all invoices for 2019

- Budget expense request

Historically the org has not sent anyone to the tilth conference. It's possible to in the future.

Good plan to send to fund raising program.

Staff training budget needed for 2020

Motion: Cover the cost of fundraising class of \$400- Seconded- Motion Passes

Motion: \$500 + 28hrs over 7months for Leadership Snohomish County totalling \$1356- Seconded- Motion Passes

6:55 Directors Report

- Member Services & Programs

No Nov. Meeting.

Dec. Meeting potluck/ annual meeting. Additional staff needed to check in

Who's term is up? Jill to find out who's term is up.

KCD grant extended to 2020- for technicals

EFP 2 property- KC is reluctant to lease house on property, repairs to make the house livable is over 120K making it a liability.

Proposed using house as storage until a decision can be made and keep it as part of the lease in order to stop the house from being torn down or in continued disrepair.- NOV. Agenda item to discuss further.

- Advocacy

- Organizational Strength

Marketing plan and expanding social media in the works.

7:25 Farmers Market Committee Update

Bruce and Jill met with Carnation City Council member Jim Berger. Willing to pass on marketing material, vendor lists and grants. Open to supporting another group who takes over market. City of would not be able to take over running the market. Next steps- board to discuss, potentially volunteer committee to run the market.

Potential potluck to discuss Farmers Market and engage community

Motion: SVT will no longer host or manage the Carnation Farmers Market beyond 2019- 6 Yays 1 Neigh, motion passes

Nov Agenda- committee to bring plan on messaging

7:40 Strategic plan discussion

New Member survey to engage member farmers on needs and direction for 2020 and beyond.

Organizational strengths has the majority of 'in process'

New committees to form to discuss Strategic Plan in depth.

Development committee to be chaired by Petrina

7:50 Fundraising

- 2020 event planner contract

Potential to use another event company as consultant for a new ideas

- Next steps

Carnation Farms still possible location

Pig roast branded for SVT. Hours to be added to budget for staff time to work on outreach for pig roast.

Motion: To have Claire Foster preform Events for 2020 over Synchronicity. 6 Yays 1 Abstentions- Motion Passes

More detailed proposal needed- specific feedback on pig roast- timeline- Event committee of board members

8:15 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

CCF-going on hiatus until spring

CF- now processing birds. Slaughter site in process

FFF- updates but no movement

Discussion on potential new board members.

8:30 Adjourn- **8:51**

Next meeting: November, 18 2019 Location: SnoValley Tilth Office 6:30-8:30pm

November 18, 2019 - SnoValley Tilth Office Board Meeting Minutes



Attendees - Bruce Ford (Board), Alice VanderHaak (board), Petrina Fisher (VP), Nancy Marshall (Treasure), Hannah Cavendish-Palmer (board), Meredith Mollie (president), Christeena Marzolf (secretary), Jill Farrant (ED)

6:30 Call to Order, minutes approval from October 2019

Petrina Calls meeting to order at 6:41 in Meredith's absence

Hannah moves to approve, Nancy seconds, all approve minutes

6:35 Directors Report

- Member Services & Programs

Bulk buy on the table for next year / not with market supply

Member meeting on 9th.

Workshop planning for carbon capture using soil around Feb 15th (in addition to normal workshop)

Negotiations with EF2 site

Stolen equipment from EFP recovered and returned

Working Farmland partnership- quarterly steering committee, meeting every other month to work on specific projects.

Cohort recruiting in process for 'Know your cost to grow' pilot.

- Advocacy

Snohomish conservation district- Ag resilience plan- looking more participants

- Organizational Strength

7:05 Farmers Market Committee Update

Letter drafted to alert the Farmers Market Committee and the greater community of SVT decision to no longer run the Carnation farmers market.

List serve- letter from board

Engage local paper

Flyer available at Harvest Market

Facebook and webpage announcement

Hannah to call each Farmers Market Committee members to let them know about the decision.

7:15 Beyers house conversation

5yr lease for EFP 2 site: House is in lease for storage (SVT responsible to fix stairs/grip tape and holes in the floor)

County to tarp by EOM and plan to get a new roof by next year.

Can not use upstairs for storage purposes.

Plumbing would need to be installed/ along with electrical.

County to fix foundation

7:30 Fundraising

- Contract Update

Claire sent revised contract

- Sponsorship Solicitation

Save the date to be sent out soon.

Overhaul on sponsor recognition during events. Petrina to review and help with restructuring what SVT offers auction sponsors.

New video for auction / including some old footage.- narrating slideshow as alternative.

Numbers needed to make budget decisions on the addition of new or revised video.

7:50 Financials

- Budget approval

Grants unknown until end of month.

Other Grants in pipeline for beginning of 2020.

Education outreach position- job description, hours and title to be discussed.

Tractor discussion- Sean buy? Or SVT owns? (separate from budget? possible fundraiser specifically for tractor)

- SFCU discussion

Decision needed on new signers for the account. Paypal still connected to old account, original ED still listed as primary. Need them to revise account.

SPECIAL December Budget Meeting doodle meeting maker to be sent out.

8:25 Updates from partners

(WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD, FFF, Oxbow)

CCF- dividing for IRS- Restaurant and catering for profit division. Nonprofit side- Meeting space on farm side will be available to public w/o catering

Ag Commission- looking for new commissioners

New board member recruitment.

8:30 Adjourn

9:00 Adjourn.

Next meeting: December ? 2019 Location: SnoValley Tilth Office 6:30-8:30pm