



## Board meeting Minutes

January 18<sup>th</sup>, 2018

6:30-9:00pm

Attending: Hannah Cavendish-Palmer (President), Claire Foster (Secretary), Erin Ericson, Petrina Fisher, Christeena Marzolf (Director at Large), Meredith Molli (VP).

Call to Order, minutes from November 2017 approved three in favor, three abstentions.

Election of 2018 officers- nominated slate of Claire, Meredith, Christeena, Nancy, Hannah to the exec committee. Passed unanimously. They will determine offices at their first meeting next month.

Executive Director's report highlights (Melissa), see separate report

Livestock committee will meet soon- Carnation Farms is still looking like a good site for the USDA mobile slaughter project, possibly there is enough money for that location and the Enumclaw location, which would be ideal.

Roger Thorson is seeking a succession plan for his farm, there may be a new group of people coming together around him to help manage the transitions. Possibly a good, but complicated, property for the land-matching coalition to help make a plan as well.

Sound Food Uprising, event on Jan 26<sup>th</sup>: Meredith to attend to clarify if SVT would be a relevant participant there

Strategic Plan check in: Meredith and Hannah to revive the advocacy committee to help kick start that section of the plan.

## Employee Handbook

Answer any questions – document sent in early January. Board recommended adding a section under complaint-handling about how employees report a complaint about the ED to the Board President. Also, address what happens if the timesheet is filled out late (is the paycheck delayed by a whole pay period? Or just until the timesheet is filled out?). Consider if we need to address FLMA language or issues as well as other already identified reasons for employee leave. Drugs/alcohol section: current language was recommended by 501 Commons HR reviewer. Perhaps add "at the discretion of the ED," for the social events section.

Board approval postponed for next month

Proposed new membership structure – link sent in early January

Offered feedback on website verbiage to enhance clarity and discussed voting rights that accompany membership. Asked Libby to keep updating along with our feedback

Meeting times/dates for 2018:

Possible meeting dates to be first Mondays with the exception of some weeks with holiday conflicts. Feb 26<sup>th</sup>, March 26, April 23, May 21 (3<sup>rd</sup> Monday), June 25, July 23, Aug. 27, Sept. 24, Oct. 22, Nov. 19<sup>th</sup> (3<sup>rd</sup> Monday), Dec. 17<sup>th</sup> (3<sup>rd</sup> Monday). Melissa to consult with Baj and Nancy and Neil, to determine if these dates work.

Updates from partners (WID, SVFC, KC Ag Commission)

Ag Commission: Wrote a letter to NRCS offering feedback on the Pearson Eddy Project, voted not to support the land conservation initiative currently until concerns are addressed (county visioning proposal to put a bond on the 2018 ballot to raise money for land conservation), new Ag Commissioners incoming at next meeting. Land committee will meet more regularly, their job is to advise county staff on potential easement purchases, fee purchases, etc.

Farm Fish Flood: 2.0 implementation committee met first time last Friday. They will meet quarterly. SVT will participate in the implementation task force as an ag caucus member and participate in the ag strategic plan task force. Josh of KCD voted in to lead the ag caucus.

Co-op: open position for manager, big push is to market the CSA. Value added products currently on the shelf in stores short term as pilot! Braising mix and cole slaw mix.

Carnation Farms: Hannah started working for them this month.

Oxbow: Kevin will be the liason to SVT.

WID: Andrew Stout elected as commissioner last month. New projects will be vetted through FFF 2.0.

SVPA: RFP out for the chair position for the Taste of the Valley

Snohomish County Ag Advisory Board- would love to hear monthly updates

Sustainable Land Strategies group (Snoho.)- would love updates from them too, and ideas about how we might be helpful. Working on mapping the basin, planning for climate change, and balancing ag/farm needs.

Food hub in Snohomish: attempts to revive it after county investment several years ago. Proposed for McCollum Park in Everett on county land, permanent year-round farmers market, plus distributor, processor, commercial kitchen space. County would look for tenants for each role.

Adjourn/Late Happy Hour

***Next meeting: February 26<sup>th</sup>, SVT Office. 6:30-8:30pm. Exec committee meets at 6pm.***



#### Executive Committee Meeting Minutes

February 26<sup>th</sup>, 2018: 6-6:30pm

Attending: Meredith Molli, Hannah Cavendish-Palmer, Nancy Marshall, Claire Foster, Melissa Borsting (ED)

Determining executive roles for 2018- approved unanimously:

Meredith Molli, President  
Hannah Cavendish-Palmer, VP  
Nancy Marshall, Treasurer  
Claire Foster, Secretary  
Christeena Marzolf, Director at Large

Reviewed roles of exec committee members

Given the valuable input provided on the Staff Handbook by Petrina, we request she consider providing input on potential by-laws updates to help us launch the by-laws review and editing process for membership vote in Dec. 2018.

Discussed how to most effectively share budget information with membership.

#### Board Meeting Minutes

February 26<sup>th</sup>, 2018: 6:30-9:30pm

Attending: Meredith Molli (President), Hannah Cavendish-Palmer (VP), Nancy Marshall (Treasurer), Claire Foster (Secretary), Petrina Fisher (Board), Erin Ericson (Board), Baj Kochar (Board), Neil Subhash (Board), Melissa Borsting (ED)

Call to Order

Approve minutes from January 2018 (**Meredith**) : approved by 5 in favor, 3 abstentions

#### Land Conservation Initiative (**Hannah**)

Guest – Bob Burns, Deputy Director King County Department of Natural Resources and Parks (DNRP).

Heard summary of the recommendations from the advisory group who examined proposed Land Conservation Initiative.

Concerns: why are equity issues involving open spaces in cities being lumped into land conservation at the county level when cities could address that?

Still a bit unclear about how to interpret the intentions behind the draft map parcels planning to be bought in fee.

Decision – will SVT submit a letter of support for the Land Conservation Initiative (**Meredith**) Erin to collect feedback and draft the beginnings of a response.

Executive Director's report highlights (**Melissa**)

Strategic Plan check in, will consider board retreat next meeting, Petrina will assist Melissa on development plan, Meredith and Claire to consider branding proposals

Other program updates: new Market Manager has started, we have permits for the new bridge at EFP

2017 Financial Statements

Savor Snoqualmie \$250 sponsorship approved unanimously

2018 Auction (**Claire**)

May 19<sup>th</sup>, 5-9pm at Craven Farm in Snohomish, board members please focus on asking for a few restaurant gift certificate donations and on SPONSORSHIPS from businesses you think might be a good fit and/or you do business with. Claire can follow-up with potential sponsors if you are able to provide an introduction. Next month, auctioneer Matt Lorch will join us for table captain information time, and we will discuss invitations in more detail. Thank you for your support making this event huge success!

Employee Handbook (**Melissa**)

*Revised/added parental leave and ED grievance policies. Left alcohol language as is, consultant cautioned against putting the ED in the role of a subjective decision on appropriate amount of alcohol.*

Board approval (vote)- unanimous approval

Updates from partners (WID, SVFC, KC Ag Commission – **Erin, Neil, Meredith**)

WID: nothing this month

Ag Commission: nothing this month

Co-op: Bradley Johnson is new manager, organized group crop planning also underway

CCF: submitted value-added producer grant, egg washing machine almost functional

Carnation Farms: hiring two apprentices this week for 2018 season, program design is that they progress through half-time apprenticeship in 2019, to an independent lease and running their own farm.

Oxbow: Jessica the ED has resigned, Megan is interim ED.

Mobile slaughter unit: same as last month, final location undecided, Carnation Farms is still one of two finalists

Adjourn/Late Happy Hour

**Next meeting: March 26<sup>th</sup>, SVT Office. 6:30-8:30pm.**



## Board Meeting Minutes

March 26<sup>th</sup>, 2018 6:30pm-9pm

Attending: Meredith Molli (President), Hannah Cavendish-Palmer (VP), Claire Foster (Secretary),  
Petrina Fisher (Board), Erin Ericson (Board), Baj Kochar (Board), Neil Subhash (Board),  
Christeena Marzolf (Director at Large), Melissa Borsting (ED)

Call to Order, minutes approval from February 2018 (**Meredith**) – passed with one abstention

2018 Auction! Special Guest – Matt Lorch, our auctioneer for this year. Discussed inviting guests to the event. Please see email for invitation text for easy editing and ideas for invitee names.

Collected feedback on previous events, gave ideas for how to invite folks, procurement ideas, program review.

### Executive Director's report highlights (**Melissa**)

EFP plowing is lined up for later this week. 12 farmers involved in EFP this year.

Libby is wrapping up SVT's first bulk buying coordination experience, 6 farms participated.

Second round of "exploring true costs of farming" workshops are complete.

New market manager Taylor Moore is getting CFM up and running for the season.

### SVT managing farm sites (**Melissa**)

Tollgate Farm (Si View Parks/City of North Bend)- clarified that we would hopefully be seeking a consultation role rather than a subleasing situation.

Carnation Tree Farm (Roger Thorson)- Erin and Hannah will serve on the board committee to hash out specific management ideas to propose to Roger.

In both cases we need to protect SVT from liability by including in any contract a recommendation that both parties we are consulting with should have the contract reviewed independently.

### FFF Regulatory Task Force (**Meredith and Erin**)

Tabled for next meeting.

### Updates from partners (WID, SVFC, KC Ag Commission, CCF – **Erin, Neil, Meredith, Petrina**)

WID: April 16<sup>th</sup>, second Water Workshop with Kate Ryan, expert on farmed wetlands and the clean water act will be in attendance

KCD: seeking farmer input on proposed experiment on buffer effectiveness, meeting April 18<sup>th</sup> to help define the research questions, 7:30-8 pm.

Farmers' Co-op: New manager started, 2018 marketing under way.

Egg Co-op: next step is water supply installation. Hoping to soft-launch in May.

Ag Commission: briefing the county council in April on proposed changes in communication patterns with council. Still discussing the Land Conservation Initiative response.

Carnation Farms: 3 new farmers in 2018 will start April 15<sup>th</sup> in their first year of apprenticeship, grain trial working with WSU planned this year, mostly certain they'll host the mobile MSU for Puget Sound Processing and should be ready soon to start use (14-16 animal unit capacity, planned for 2 days a week onsite). Possible to add a reefer trailer that would increase capacity. Farm store will be opening around July that will include a café and possibly a meat shop. Also recently hired new chef, Caprial Pence.

Adjourn/Late Happy Hour

***Next meeting: April 23<sup>rd</sup>, SVT Office. 6:30-8:30pm.***



#### Board of Directors' Meeting

April 23<sup>rd</sup>, 2018 6:40pm- 8:45pm

Attending: Melissa Borsting (ED), Petrina Fisher (board), Claire Foster (Secretary), Baj Kochar (board), Meredith Molli (President), Christeena Marzolf (Director at Large), Hannah Cavendish-Palmer (VP), Erin Erikson (board), Josh Monaghan (KCD guest), Nancy Marshall (Treasurer) (arriving 6:45)

Call to Order, minutes approval from March 2018, tabled until May (**Meredith**)

#### King Conservation District updates: (**Josh Monaghan**)

Theory of Change, recently adding new services after completing a gap analysis, planning large assessment of effectiveness for 2020.

Discovery Farms is a model to research ag buffers' effect on water quality that the KCD will be starting to use over the next year. Linked to FFF buffer task force.

Food Systems Grants applications closed today.

#### Quarterly Financials (**Nancy**)

Net revenue is up \$30,000 in 2018 at end of March compared to the same period in 2017.

\$58,000 on hand at this time. Slightly stronger position this year at this point than last year, would like to work on building up a larger reserve fund, however.

#### Executive Director's report highlights (**Melissa**)

Strategic Plan check in

Other program updates: see separate report

#### 2018 Auction update (**Claire**)

Important to invite your guests now, please help recruit volunteers! Forward names you want to make sure get invited to Claire to assemble a must-invite list, useful also for future years.

#### Updates from partners (**Erin, Neil, Meredith, Petrina, Hannah**)

SVPA: looking for a more concrete way to provide services to community supporters, suggesting collaboration on farmer service center development. There is potentially rural development grant money available to help pay for this body of work.

WID: none

SVFCo-op: none

KC Ag Commission: none

Cascadia Cooperative Farms: submitted preproposal to KCD for farmer engagement and technical support for farmers who want to join.

Carnation Farms: bringing 4 people to SVT auction, working on drawing up a lease with Marzolf Meats, and a lease with the MSU site, signing a lease with Full Circle Farm for 40 acres, started 3 new apprentices, branching out to chickens and turkeys, bringing on pigs and sheep, grain trial starting this year.

Adjourn/Late Happy Hour

***Next meeting: May 21<sup>st</sup>, SVT Office. 6:30-8:30pm.***





## Board Meeting Minutes

May 20<sup>th</sup>, 2018 6:30-8:40

Attending: Meredith Molli (President), Nancy Marshall (Treasurer), Baj Kochar (Board), Erin Ericson (board), Neil Subhash (board), Hannah Cavendish-Palmer (President), Claire Foster (Secretary), Petrina Fisher (arriving late)

Call to Order, minutes approval from April 2018 (**Meredith**) passed with two abstentions

Auction summary and board debrief: grossed and netted a bit more than budgeted. Collected feedback for next year.

### Executive Director's report highlights (**Melissa**)

FFA scholarship presentation – June 6<sup>th</sup> –Meredith will attend to give the scholarship  
Carnation Tree Farm- retiring owner wants it to remain a farm and is investigating selling development rights, though there is some contention at city council about if they will allow it.

Tollgate Farm- tabled for next month

#### Strategic Plan Review (15 min)

Branding/Marketing Plan- put on agenda for June meeting

Development- delayed for next month

Outreach Coordination- it is part of Taylor's job, and she'll be catching up soon

Annual Farmer Party- end of July dates proposed

Possible idea to approach labor pool task: a speaker from the Farm Bureau to start discussion

### Donation on behalf of Jenny Cha, tractor fund (*board vote needed*)

Opportunity to support an individual farmer dealing with loss has arisen. Board needs to discuss the concept of a benevolent fund and setting up guidelines for application. We will look at NFMA application for a similar program as a starting place. Meredith will ask for permission to crowdsource with the story of hardship and start that crowdfund if given permission. Also asking staff to research models for setting up a benevolent fund application and distribution process.

### Tractor at Dan Beyer's property

- We need one

- If we hire Van to do the work we would spend the same amount as buying a tractor in ~5 years
- How do we decide if we want to own a large piece of equipment like this? Melissa to get more research cost/benefit balance in more detail.
- Do we want to pursue loan/other funding options? Too early in the process, currently.

8:00 Updates from partners (WID, SVFC, KC Ag Commission, CCF, Carnation Farms – **Erin, Neil, Meredith, Petrina, Hannah**)

CCF: invited to submit a proposal for phase 2 Regional Food System Grant at KCD

SVFC: still driving CSA shares

8:30 Adjourn/Late Happy Hour

***Next meeting: June 25<sup>th</sup>, SVT Office. 6:30-8:30pm.***



## Board Minutes

July 23<sup>rd</sup>, 2018, 6:30-9:00pm

Attending: Melissa Borsting (ED), Hannah Cavendish-Palmer (VP), Claire Foster (Secretary), Petrina Fisher (Board), Christeena Marzolf (Director at Large), Libby Reed (incoming interim ED), Nancy Marshall (Treasurer), Erin Ericson (board), Meredith Molli (Pres.), joined for part of the discussion by Sean Stratman (EFP Program Manager), and Margaret Hindle (EFP participant)

Call to Order, minutes approval from May 2018 (**Meredith**), unanimous approval

## Q2 Financials (**Nancy**)

Reviewed the big changes between YTD 2017 and YTD 2018, mostly caused by EFP Stuart landing site bridge construction in contract services and supplies

## Executive Director's report highlights (**Melissa**)

See Director's Report

Libby: Funding available from Snohomish Conservation District for expansion of our services more comprehensively into Snohomish County. Meeting scheduled to discuss potential partnership on creating a voice for small, commercial growers and targeted program services for farmers.

Bank Signer changes: Motion made to remove Melissa Borsting and Laura Casey as signers, add Nancy Marshall and Libby Reed as signers. Unanimously approved.

## Executive director transition plan and hiring plan (**Executive Committee**)

Interim ED and allocation of Melissa's current responsibilities to existing staff (25 min), shifting some responsibilities to Lainey and some to Jocelyn in accounting contract since Libby has only 20 hours a week in her interim ED position, compared to Melissa's 30 hours a week. Would like to keep an eye on Board Recruitment needs and budget planning for 2019.

Hiring for new Member Services Manager (10 min), starting as soon as possible

Hiring timeline for new ED (10 min)

Job description to be refined by the hiring committee by mid-Sept.

Starting search process in October, goal of new hire starting mid-January 2019

Hiring committee: Hannah, Erin, Petrina

Beyers property – does SVT want to write a letter advocating for the County to purchase the property (**Melissa et al.**)

We have been verbally requested to submit a letter to the county, asking the county to buy the property and then allow SVT to manage part of it as a part of our farm incubator program. Discussed the intricacies of what precedent this might set, whether this would be in the interest of our membership, whether this serves the agricultural community in the long term. As an alternative, we would like to request that they clarify what they are asking of SVT in written form, and we would be glad to clarify that we continue to remain interested in managing a portion of the land onsite as a part of the EFP.

Updates from partners (WID, SVFC, KC Ag Commission, CCF, Carnation Farms – **Erin, Neil, Meredith, Petrina, Hannah**)

Poultry Co-op: awarded the Value-added producer grant, for general operations including some staff time. Regional Food Systems grant is moving through the process, answer anticipated in Oct., for project to create new farmer mentorship and an education component, and also a matching fund for farmers who want to establish a new flock or expand to a larger flock of min. 250 birds- aimed at recruitment of new co-op members. Egg-washing machine is working! Cooler is operational.

WID: First project is operational, counting and dredging at Remlinger in the first priority basin, looking forward to a tile replacement project at Full Circle, and lining out projects in future priority basins. Providing help in allowing farmers to access fish screens on their irrigation intake lines.

SVFC: 108 members this season, marketing goal achieved. Looking for a driver/assistant.

Ag Commission: There's a farm tour in South King County for Council members and staff on July 26<sup>th</sup>. North county tour delayed for next year.

Carnation Farms: Got the USDA Rural Business Development grant, to produce 10 value-added products in their kitchen in 2019, kick-off starting in Sept. Carnation Farms will become a copacker. Farmstand turning into a small café in a road-side building over the next years. Farmers in training are in full swing, and a ton of events are ongoing. Mobile Slaughter Unit project is still on the table, but the operator previously committed has been rejected by the county- seeking new operator for the site.

Adjourn/Late Happy Hour

***Next meeting: August 27<sup>th</sup>, SVT Office. 6:30-8:30pm.***



## Board Minutes

Aug 27, 2018, 6:45-9:00pm

Attending: Libby Reed (Interim ED), Hannah Cavendish-Palmer (VP), Claire Foster (Secretary), Petrina Fisher (Board), Nancy Marshall (Treasurer), Erin Ericson (board), Meredith Molli (Pres.), Baj Kochar (Board), Neil Subhash (Board).

Call to Order, minutes approval from June 2018 (**Meredith**), motion passes with one abstention

Event recap: (**Claire**) Table to Farm netted \$2500, dinner went smoothly, marketing still a focus for improvement in 2019

## Executive Director's report highlights (**Libby**)

See Director's Report document

Survey results available at next board meeting

Annual farmer party: 44 rsvp, 37 showed up, successful event

Farmland Matching Program: moving forward into more promotion, including farm tours of available land for farmers to evaluate starting this Fall.

EFP Stuart landing bridge nearly complete. Reimbursements incoming.

Organizational Strength: Libby will bring a financial policies and procedures document for board review at Sept meeting.

Advocacy (**Libby**): Snohomish Conservation District- potential partnership to facilitate farm business support/education services. Libby to move forward with creating a contract with them for board review.

Quickbooks (**Libby**): Master Administrator changes require motion and vote. Motion made to update the Master Administrator name in Quickbooks to Libby Reed. Unanimous vote in favor. Nancy to investigate details of whether this change is needed now vs in 2019.

## Executive director transition and hiring plan (**Executive Committee**)

Petrina, Hannah, Meredith, and Erin to meet at beginning of Sept. about next steps for hiring.

Would like to keep an eye on Board Recruitment needs and budget planning for 2019.

Hiring for new Member Services Manager is underway

Taylor will be departing as Farmers Market Manager at end of October due to impending maternity.

Beyers property – SVT will write a letter to Dan Byers to indicate that SVT would like to continue to lease the property after it is purchased by any other purchasing party. Libby to write the letter and forward to the board for review before sending it. Tight timelines apply for review. **(Libby)**

Updates from partners (WID, SVFC, KC Ag Commission, CCF, Carnation Farms, SCD – **Erin, Neil, Meredith, Petrina, Hannah**)

Poultry Co-op: none

WID: released an RFP for consultants to develop small scale water storage projects. Now looking at specific properties that have opportunities for storage.

SVFC: looking for a driver/box mover, there will be a thanksgiving box this year.

Carnation Farms: will be signing a lease with Marzolf Meats/Falling River Meats

SCD: none

Taylor is leaving end of October for maternity leave. We will review the financial outlook and history from the last three years before proceeding with a clear hiring plan.

Adjourn/Late Happy Hour

***Next meeting: Sept 24<sup>th</sup>, SVT Office. 6:30-8:30pm.***



SnoValley Tilth

## September 24, 2018 - SnoValley Tilth Office Board Meeting Minutes, 6:45-8:30pm

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Attending: Libby Reed (Interim ED), Neil Subhash (board), Petrina Fisher (board), Erin Ericson (board), Claire Foster (Secretary), Meredith Molli (Pres.), Christeena Marzolf (Director at Large), Baj Kochar (board) arriving at 7:10pm.

- 6:30** Call to Order, minutes approval from August 2018, motion to approve the minutes passed unanimously
- 6:35** Event Recap- Farm Faire: sold 235 adult tickets, slightly over the number from last year, estimating that we made about \$200. Feedback: maybe have a volunteer give info about the farm tour and SVT, rather than rely on David Haakenson for that in addition to driving the tractor. More info on tables too, rather than just at the front. Make specific signage for “keep your drink in the beer garden.”
- 6:45** Directors Organizational Report
- Member Services & Programs:  
Annual survey results are tallied: generally positive feedback  
Ready to implement new, tiered membership options for farmers and supporters  
Bridge at Stuart Landing is complete  
Potluck in Oct. will be changing location, possibly at Oxbow Farm, Depot Building in Duvall, or Tualco Grange in other months  
Taylor has a weight-lifting limit, seeking helpers for her to finish the market season.
  - Advocacy  
Getting started on newest Farm, Fish, Flood and Sustainable Land Strategies efforts in both King and Snohomish counties  
Survey on housing needs for ag community complete, partnering with county on using that info constructively.  
Farm Labor issues are an outstanding need that we hope to identify solutions for, in 2019. Possible potluck topic to start gathering a consensus of how SVT can help.
  - Organizational Strength  
Continuing to build financial best practices.  
Staff currently using their own personal computers for SVT work, would like to consider supplying those tools for staff in 2019.  
Seeking to apply for the Specialty Crop Block Grant
- 7:25** Staffing Update  
Market Manager search will start in early October.
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Several good applicants for the farm services manager position now being interviewed.

**7:30** Executive Director Search

- Timeline update: goal to post the opening before the end of Oct.
- JD review, draft finished for board review: comments due by Oct. 5th
- Staff input & Communication- there will be an opportunity for staff input for interview questions and assessment standards

**7:45** Updates from partners

WID: none

SVFC: still seeking a driver/unloader

KC Ag Commission: none

CCF: Mary is coming this week for the site visit, egg machine fully operational

Carnation Farms: none

SCD: started as a rep with the Snoho. farm, flood, fish efforts

Mobile slaughter unit: efforts still ongoing, talking with North Cascades Meat Producers' Co-op

SVPA: presentation next Tuesday 6:30pm at the Senior Center on climate change by a UW scientist, valley status and predictions, opportunities for resiliency planning

**7:55** Organizational Review

- SVT's role as a cross-county organization: reaching to serve more folks in Snohomish valleys, making connections in that county for advocacy as well
- What is advocacy? Discussion of what it means to SVT: engaging with the other community and government organizations to further the interests of famers in our service areas. Would like to be more proactive about choosing our advocacy focus each year, rather than being as reactive as we have been in the past.
- (side note: Libby made a podcast with the workplace giving program to encourage donations to SVT), "Podcast for Good"

**8:10** Kellers are making upland space available for off-season high-tunnels or other growing space, Meredith to connect Sean to this opportunity.

**8:20** Dan Byers site of EFP: appraisals are ongoing, county still planning to meet with Dan on potential purchase options.

**8:30** Adjourn

***Next meeting: September 24, 2018 SVT Office; 6:30-8:30pm.***



SnoValley Tilth

## October 22, 2018 - SnoValley Tilth Office Board Meeting Agenda 6:45-8:45pm



Attending: Meredith Molli (President), Hannah Cavendish-Palmer (VP), Nancy Marshall (Treasurer), Claire Foster (Secretary), Christeena Marzolf (Director at Large), Neil Subhash (Board), Baj Kochar (Board), Erin Ericson (Board), Petrina Fisher (Board), Libby Reed (Interim ED)

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Call to Order, minutes approval from August 2018: passed 4 in favor, 3 abstentions

**Q3 Financials** - Amended Report will be available tomorrow, to be discussed in Nov. board meeting

- Technology Budget- 5 Chromebooks would be about \$2200. Have applied for \$1000 towards these, have another King Co grant to apply for as well.
- Tax prep is being done by Houston Barclay pro bono
- Waiting on \$45,000 in reimbursements from grants
- Motion made to approve the purchase of 5 Chromebooks pending the receipt of the outstanding reimbursements. Passed unanimously.

### **Directors Organizational Report**

- Member Services & Programs:  
annual survey will go out in Jan.  
CFM: Veggie RX work (funded by grant) starting up, hand in hand with Fresh Starts for Kids work  
Intern starting in Jan, working on marketing plan for the organization for the year  
Working Farmland Partnership meeting this week about supporting transitional plan for farms
- Advocacy:  
Labor and Housing survey data is being processed  
Ag Summit: to be held with both counties, in Jan rather than Nov.  
Discussed priorities for developing our Advocacy and Farmer representation program areas.
- Organizational Strength:  
Libby to prep a draft document to represent sponsorship options for the whole organization, and make a plan to reach out to sponsors for 2019 in the next month.  
New website is necessary: Libby to investigate new website options on Squarespace

**Staffing Update:** offer extended to a Member Services Manager candidate

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CFM Manager interviews next week

### **Executive Director Search**

- Staff Input Review was conducted last week
- Announcement Strategy discussed

### **Updates from partners**

WID - working on water storage, applying for money for streamflow/ag. combined-benefit research

-Submitted a letter regarding the Pearson Eddy project (planted densely by NRCS, interfering with drainage for neighboring properties), farmland that has been converted away from food production

SVFC- Thanksgiving and Winter CSA boxes getting organized

KC Ag Commission- John Taylor promoted to rural areas services role, SVT needs to announce our interest in participating in the hiring process to replace him- Meredith and Libby to make a plan for that

CCF- awarded a second round of funding for farmer engagement: training and flock expansion, from KCD.

Carnation Farms- got KCD grant for grain research, classes, and festivals. Grant provides a combine, sharable for valley farmers. Nov 3-4 fundraising event upcoming. Falling River Meat's onsite facility is being built out.

SCD- asking to increase their rates and charges to provide more funding for programming, timing depending on county council approval, possibly in Nov.

Mobile Slaughter Unit- work ongoing to try to find an operator for it if site is built at Carnation Farms

### **Additional Items**

- Board Recruitment: discussed specific recruitment ideas  
Neil Subhash, Christeena Marzolf, Hannah Cavendish-Palmer, Claire Foster, Erin Ericson have seats up for election. Claire is stepping down. Neil, Christeena, Hannah, and Erin will tell Libby if they wish to run by Nov. 1.  
Petrina Fisher, Baj Kochar, Meredith Molli, and Nancy Marshall all continue into their second year of board service.
- December Meeting will be a party at Hannah's house, 6:30pm, families invited

Adjourn

### ***Next meeting:***

***November 19, 2018 SVT Office; 6:30-8:30pm***

***Dec 17, 2018 Hannah's house for a party; 6:30-8:30pm***

SnoValley Tilth

## November 19, 2018 - SnoValley Tilth Office Board Meeting Minutes 6:35-9:00pm



Attending: Hannah Cavendish-Palmer (VP), Meredith Molli (President) departing at 8:10pm, Petrina Fisher (Board), Neil (Board), Nancy Marshall (Treasurer), Claire Foster (Secretary)

**Call to Order**, minutes approval from October, 2018: Claire corrected the mislabeling of the minutes as the agenda, corrected minutes approved unanimously.

**Q3 Financials:** Nancy corrected a few inaccuracies and filed SVT tax report on time. Significant grant reimbursements arrived in Oct and Nov.

### **Directors Organizational Report**

Farm Services Program Manager hired- Ari DeLena is in training

Advocacy: starting by building bridges in Snohomish County, King County Ag Summit will happen in Jan.

Sponsorship plan for 2019 in development

Website: will stay with Bluehost for now, allowing us to take our time developing a plan for a new version of the website

ED search update: hiring committee met and planned the release of the announcement. Plan is to hold interviews as candidates apply, up until Jan. 15<sup>th</sup> deadline.

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

### **Board Nominations for 2019**

Executive Team: Meredith, Nancy, Christeena, Petrina, and Baj will need to serve on exec committee. Hannah will remain in service but prefers to be off the Exec committee.

New board member update: Bruce Ford, Alice Vanderhaak, Laile Fletcher, Brian Drake all new candidates interested in board positions. Erin, Claire and Neil are stepping down.

### **Updates from partners**

WID: commissioner election upcoming

SVFC: Thanksgiving boxes going out tomorrow, launching winter CSA box marketing

KC Ag Commission: county council has passed the comp plan changes, passed the two year budget, so there is potential new money for ADAP or surveys about cleaning ditches, is considering Woodinville resolution about whether wine industry tasting room uses qualify as ag uses even though all grapes are grown elsewhere.

CCF: board met and planned next expenditures

Carnation Farms: planning events and budgets for 2019, moving forward on a potential partnership with Farmstand Local Foods.

SCD: building lots of bridges and making lots of introductions.

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**2019 Budget**

Update and Discussion of the draft budget for 2019. Will convene a special meeting in Dec. (date to be set via doodle poll) to continue discussions and consider the context of Q3 financials, with 2018 budget to actuals comparisons.

Adjourn

***Annual membership meeting: December 10, 2018 Location TBD; 6:30-8:30pm***

Board member family holiday party: Dec 17<sup>th</sup>, Hannah's house 6:30-8:30

SnoValley Tilth

**Dec 3, 2018 - SnoValley Tilth Office**  
**Special Budget Board Meeting**  
**Minutes 6:40-8:35pm**



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Attending: Hannah Cavendish-Palmer (VP), Meredith Molli (President), Petrina Fisher (Board), Christeena Marzolf (Director at Large), Neil Subhash (Board), Nancy Marshall (Treasurer), Claire Foster (Secretary), Erin Ericson (Board), Baj Kochar (Board)

**Call to Order**

**2019 Budget**

Discussion of the draft budget for 2019, considering the context of Q3 financials, with 2018 budget to actuals comparisons.

No firm agreement on Dan Byers's property for EFP activities since he does not yet have a firm plan for 2019. Budget does not include lease payment for that site.

Libby to investigate the potential effects of FMLA and estimated expense of a cost of living increase for Sean and Lainey. She already made corrections to grant moneys throughout our board discussion.

Motion made to pass the amended budget draft, balanced as attached. Passed unanimously.

Adjourn

***Annual membership meeting: December 10, 2018 Location TBD; 6:30-8:30pm***

Board member family holiday party: Dec 17<sup>th</sup>, Hannah's house 6:30-8:30

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