



13 August 2024

Chair: Noah

Notes: Kiara

Time: Audrey

Present: Natalie, Lashonda, Tawanda Godfrey, Kamara Holman, Audrey, Japer, Art, Noah, Herb, Carol, Cain, Samantha, Charles, Sierra

1. Brief Introduction of the Coalition (5 min Sierra, President of Community Food Access Coalition)
 - a. Developed from Commission.* Independent coalition that brings funding and resources to grassroots groups involved in food accessibility. Currently in a 90-day interim period. CFAC will be incorporated as a non-profit on 8/14.
 - b. Update on Fiscal Sponsor, Flanner House
 - c. Nonprofit incorporation update
2. Introductions
3. Budget Working Group presentation (5 min, Charles)
 - Decided to move forward with fiscal sponsorship. Write a contract with Flanner House. Draft is written. Flanner House will retain control of the funds. Process to access funds: CFAC to send request to Flanner House, receive funding within 3 days, CFAC can use funding. CFAC may pay fee
4. Membership committee- Fane (5 min)
 - a. Reminder about the membership application; Noah will circulate voting member application. Executive Committee members are voted in via nomination' someone can make a case for their desire to be in the EC by sharing their credentials/experience/resume. Please apply to be a member or exec member this week!
 - b. Discussion: Terms of voting members v. wider members, can be resolved via by-laws and move toward non-profit status. Proposed to reconsider naming.
5. Outreach Working Group presentation (5 min Jasper)
 - Amy (owner of small business/family owned agricultural space) is open to meeting with CFAC and hosting visit; seeking way to pass on resources and information to aspiring farmers. Seeking out Climate Justice groups. Meeting with Mad Farmers Collective (in September). Dip In has been a positive new connection. Outreach/Widening our network can come through events calendar with partner organization events, sign up sheet & ongoing recap notes from members. Delegating Committee Chairs who communicate between committees & are public facing
 - a. Discussion
 - Put events calendar in the website, keep her involved in the loop about upcoming committee meetings. Further discussion needed about Faith's

Kitchen. Do we have a working vision for the CFAC? Catching new person present Audrey up on history and status.

6. Tech Working Group Presentation (5 min Natalie & Jasper)
 - a. New mailing list needed to include all interested parties. Idea of Band App which could be used for internal communication. Natalie began creating a General Calendar to captures deadlines/timeline for reaching goals. Coalition Document management can be done by an individual or sub-committee via Librarian who will organize.
 - b. Discussion: How is CFAC currently organizing documents and a mailing list? Are there permission restrictions? Currently on Google Drive with Mailing List as a massive CC list thats copy & pasted. No restriction. Having a librarian/information management role means setting precedents and protocols for how information is handled and documented (i.e mailing list should be private via bcc instead of cc, we can create a sign in process). Email Merge tool with Google Docs. Discussions about software.
7. Next Steps
 - a. Next meeting will be 6pm on 8/20.