

WELL Coordinating Committee Meeting Minutes
12/17/07, 6:30pm

Present: Mary (facilitating), Tim, Michael H., Michael S., Madge (note taker), staff Liam, and member Jane McCabe (& near end of meeting Tabitha). Note: Jason was absent due to illness.

1. Minutes of Dec. 3 meeting were approved with the deletion of two paragraphs (re: Cyndee's report which was from the Plenary, not the CoCom); substitute one sentence that Liam would get info to summarize Plenary reports in the newsletter.

2. Report from Liam: Grand Junction, Texas, asked about setting up a farmers' market. WHAT has a new map & plans for vests for walking 10,000 steps. They're planning a Feb. 3 kick-off walk. Liam noted that the Wallace grant letter was sent in to finalize the new grant.

Responding to Liam's request, CoCom confirmed the officers elected at our October 31, 2007 meeting: Mary is President, Jason is Treasurer, Madge is Secretary, and formally authorized that check-signing can be any two of the following: Mary, Jason, Michael H., and Liam. (Tim abstained, as he thought that was too many people.)

CoCom requested that Liam prepare a brief written report for meetings.

3. Plenary Format: The subcommittee didn't meet but exchanged emails. For the Jan. 7 plenary, it appears almost certain that the LDS Church will lead a workshop/presentation about food storage. It will also include election of new CoCom member. Madge will ask potential facilitators (Jason, Brian, Freddie, or Annie) who's available to facilitate that meeting.

The subcommittee should develop recommendations for next CoCom.

4. Events Committee: This committee expanded, with Liam, Annie, RJ and Roger Wilson participating. Liam presents their detailed schedule. (It's suggested to add day of the week and time of day.) We added CoCom meetings as follows:

Jan. 14, Jan. 28, Feb. 11, and Feb. 25 – all Mondays at noon

We should schedule at least one per month for the rest of the year (at a future meeting), and consensus was to stick to scheduled day & time even if one member cannot attend.

Liam noted that Elder Talks are not yet scheduled. (Annie & RJ may be retiring from organizing them.) Others may take up the call.

Madge noted that music should be included whenever appropriate, with much local talent (incl. David Lyle, Voices 3, etc.)

5. Office Improvement Report: The fridge exchange is about to happen. Michael H. has shelf designed but still needs to do cost estimate.

6. Office Sign: After discussion, we decided to contract with Malakai Schindel to paint the sign for \$300. Liam will do a final layout, based on Madge's semi-final sketch, and it will be deemed approved after 48 hours unless changed by CoCom emails.
7. Budget Report: This item is postponed until Freddie can attend.
8. Caltrans Grant Report: Applying for the grant was approved at Dec. 12 City Council. Now we need to finalize the application, including letters of support. Liam doesn't have the City's final staff report; will forward that to CoCom when he gets it. There have been many iterations and changes over time. He notes that hiring of staff & contractors for the grant will follow City rules – competitive, with a preference for locals.
9. Operational Facilitator Job Description: This item will be postponed to next meeting to give time to review. (Liam noted that he has prior experience running a business & volunteered for 9-10 months with both Spring & Suzie.)
10. Reality Report CDs: Defer to next CoCom.
11. Mid-Wife Grants: Liam said applications for the next cycle of these grants to assist local sustainable efforts would be Jan. 15, with \$10,000 budgeted (more than last year's \$7,000). CoCom changed the deadline to Feb. 15. Liam will send packets to CoCom. [Note: It turned out the packet gave a Mar. 15 deadline, so we have time to adjust that at next meeting.] Several of us felt that the name "mid-wife grants" may confuse people. Any ideas for an alternative?
12. Newsletter Suggestions: Include names, phone, email contacts for getting involved on various issues. Good to include summary of CoCom meetings; keep working for transparency. List CoCom members and encourage members to contact us with comments or suggestions. Also use headlines for long items.
13. Strategic Planning: After some discussion of the desirability of reviewing where we're headed, what we've done, what else needs to be prioritized, it was decided to set up a longer session for this review & brainstorming. We scheduled that for Sun. Jan. 20th 10am-2pm. A subcommittee of Tim, Jane, Liam & Jason (if he's willing) will plan an agenda for that session to bring to the Jan. 14th CoCom, and also suggest a location. Other interested members would be encouraged to attend that session.
14. Office Cleaning: CoCom decided that we should follow an open process for hiring help, so will offer Tabitha a temp job to do routine office cleaning (\$50/month) and solicit any others interested in the job in next newsletter. Goal is to hire an ongoing cleaning person by end of Jan.

Next meeting: Jan. 14, Jason will facilitate.
A "to do" list will follow.