

## **WELL Coordinating Committee Meeting, Feb. 11, 2009 Minutes**

Present: CC members except Mary & Jane; Also present: Kimball Dodge  
Facilitated by RJ; Minutes by Madge  
Next meeting: Mar. 11 will be facilitated by Jane.

Minutes of previous meeting (as revised) are approved.

1. Review of Goals for '09: Discussion touched on importance (or not) of increasing membership; how to offer more volunteer opportunities; supporting and connecting folks who want to do things (such as happened at our Jan. food bowl); outreach to community groups (Jason is completing a presentation to use); not only organizing events but also needing to keep WELL functioning without CC burnout.

Madge, Jane & Kimball will be an ad hoc group to review goals and subcommittees to bring back recommendations to CC.

2. Handling Emails & Phones: With the transition of office, no staff, and computer problems, we're not sure the emails & phone messages are being handled or how many/what kind there are (though Mo has handled some in her limited office time). When the website gets functioning, we can list contact people for different issues. Meanwhile, Roger will send an email reminding us how to access phone messages and will route emails sent to office to the designated "outreach checker" of the month. Those will be as follows:

Feb. – Jane  
Mar. -- Jason  
Apr. – Madge  
May – Annie  
June – RJ  
July – Roger

3. Office Administration: Annie will ask Monique to write up her job description (about how much time is spent on what). With Mo's input, Annie will also put together a simple Administration "how to" manual, so a CC member or volunteer could fill in if needed.

Roger reported that the office computer hard drive could die soon, so we need to either replace it with the old computer (in storage) or replace the hard drive. Annie will ask their computer guy, Ben, to contact Roger for a quote. (If it's same or less than Computer Cave, we'll have Ben do it.) Once that's fixed, Roger volunteers to improve the organization of the folders & files.

4. Emails to Members: We'd like email updates ("heads up reminders") to go out about a week before upcoming events, as well as including any hot issues that come up between newsletters, but keep them brief. Madge volunteers to put those together for at least the next month or two.

5. CC Candidates: Three positions (currently Mary, Jason & Jane) are up for election at our Mar. 29 meeting. In email update and next newsletter, we invite anyone interested to attend next CC (Mar. 11) and submit a candidate statement.

6. Newsletter: Jason will be the newsletter oversight person (checking content, etc. before it's published).

7. March Meeting Planning: Jason & Roger are the point people. They envision a short general meeting (with election); a 15-minute or so power point about food security issues; then rotating demos (about 15 minutes each, given 4 times?) relating to using stored foods, such as:

- making energy bars
- cooking in crock pots, rice cookers, solar ovens
- recipes
- calculating how much to store
- labeling & storing tips

Then the potluck, featuring many dishes made from stored foods! It's suggested we have a sing-along song or two about food & gardens.

Kimball & Marilyn Boosinger will prepare posters (several sizes) & press releases. Annie will send out PSAs.

Don't forget opportunities to announce events, such as at the upcoming film series.

8. Quarry Controversy: Some on the CC feel that the membership should be involved if WELL is to take a formal position. (It could be similar to the divisiveness about the freeway by-pass.) Instead or meanwhile, we could have an article in next newsletter pointing folks to sources of more info and ask for feedback from members. This could also be done for the Brooktrails golf course tree removal issue. (Once we have the website, there could be member discussion forums on such current issues.)

9. Grange Kitchen Update: There was a very productive meeting last week, including John Cross (local architect) and Wesley Walkie (spelling?) (kitchen engineer). It appears the project will need about \$100,000 total (\$50K more than the grant funds) due largely to stiff regulations on commercial kitchens. Questions of energy use & alternatives should be considered.