

Approved Feb. 18 2020

Middlesex-London Food Policy Council Minutes

Time 9:00 – 11:00 am
Date Monday, January 20, 2020
Location Western Fair District – Boardroom 2nd Floor (left off elevator)

Attachments All documents sent electronically (Nov 6 & 27 Minutes, Reports, Strategic Implementation (revised))

<p><u>Mission</u> The Middlesex London Food Policy Council will:</p> <ul style="list-style-type: none"> • Be a forum for discussing local food issues. • Empower citizens to be involved in food system decisions. • Foster coordination between sectors in the food system. • Create, evaluate and influence policy. • Support programs and services that address local needs. 	<p><u>Goal</u> To facilitate and support a safe, healthy and accessible local food system that is socially, economically, and environmentally sustainable</p>
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#	Time	Item
1.	9:00	<p>Call to Order / Welcome (Jean Carson, acting chair) Motion to approve November 6 and 27 minutes as circulated with agenda approved by Benjamin Hill, Seconded by Laura Husser, 0 opposed Approval of November 6 minutes (previously deferred) Approval of November 27 minutes Appointment of Interim Executive Notice of Resignations received post approval Dec 17 – Quorum requirement 8 Resignations accepted Paul Shand, Phil Moddle, Collen Crunican (*Colleen will remain as Council member only), Shauna Kechego</p>
2.	9:15	<p>Membership</p> <ol style="list-style-type: none"> 1. Recruitment Committee – Ellen Lakusiak <ol style="list-style-type: none"> 1.1. Motion to Approve new members as recommended by Recruitment Committee approved Paul Seale, Cara Finn, 0 opposed Stephanie Redmond, Lella Blumer, Dianne McComb, Amy Donaldson, Tom Sumpster, Anal Dave/Jose Medina (shared vote), Ramona Dunn 1.2. End of Term Resignations Laura Husser, Jean Carson, Jana Keller 1.3. New Members Introductions New members Lella Blumer and Dianne McComb were unable to attend but had accepted nomination & will provide introduction at February meeting Gregg Barrett introduced Justin Adema would be staff representative City of London (replacing Gregg). This position is deemed appointed in Terms of Reference. 2. Election of Officers / Quorum requirements 10 <ol style="list-style-type: none"> 2.1. Call for Nominations – Jaime Patton on behalf of Recruitment Committee presented Benjamin Hill, Paul Seale, Tom Sumpster and Lella Blumer for consideration 2.2. Discussion / Vote – no further nominations 2.3. Motion to Approve 2020 Executive approved by Ellen Lakusiak, Cara Finn, 0 opposed Benjamin Hill – Chair Paul Seale – Vice Tom Sumpster – Treasurer Lella Blumer - Secretary 2.4. Motion to Approve volunteer participation on committees as required in Terms of Reference brought forward by Chair, approved by Paul Seale, Jaime Patton, 0 opposed Jessica Cordes, Jean Carson, Jana Keller (pending receipt of confirmation to Chair), Phil Moddle (pending receipt of confirmation to Chair)

Commented [BH1]: Ballots prepared ahead of time?

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3.	9:35	Reports: discussion *circulated with agenda 1. Chair – Outreach and Recruitment 2. Vice - Governance 3. Treasurer - Finance 4. Secretary - Communication 5. Western Fair Partnership / The Grove
	Added	New Business – added as agenda item (see Action Items) - Changing Faces of Agriculture February 27 – see Action Item #89 Motion to attend event – Amy Donaldson, Paul Seale, 0 opposed - Action Item #90 Process to use MLFPC logo – follow Decision Making Protocol previously approved National School Program – add as future agenda item with guest speaker National Food Policy Council – Ministry Mandate Letter – link to agenda with speaker above Survey members for preferences for future meetings – Ellen to follow up separately
4	9:45	Committee Sign-Up: MLFPC Strategic Plan Implementation Members must register for at least one committee role. All members will have an opportunity to discuss with Executive/Lead the committee's planned activities and projects and the roles required. Outreach and Recruitment (Chair) Governance (Vice-Chair) Finance (Treasurer) Communications (Secretary) The Grove Project (Jamie Patton, Lead)
	11:00	Meeting Adjournment: Note next meeting February 18, 2020 at WFD 9–11 am Meeting will include Community Safety and Well Being Plan

ATTENDANCE

Participants Invited	Attended	Apologies	Participants Invited	Attended	Apologies
Gregg Barrett	x		Nancy Kerr	X	
Jaime Patton	X		Ellen Lakusiak	X	
Jean Carson	X	End of Term	Peggy O'Neil	X	
Colleen Crnican		X apologies post mtg	Phil Moddle		X Resigned
Karen Eatwell		x	Jane Roy	X	
Cara Finn	X		Paul Seale	X	
Benjamin Hill	X		Paul Shand		X Resigned
Laura Husser	X	End of Term	Jay Stanford	x	
Shauna Kechego		Resigned	John Brennan	X	
Jana Keller		X End of Term			
Quorum – Pre Elections 8					
New Members Pending Approval					
Anal Dave / Jose Medina	X		Stephanie Redmond	X	
Thomas Sumpter	X		Ramona Dunn	X	
Dianne McComb		Provided at Orientation	Lella Blumer		Provided at Orientation
Amy Donaldson	x				
Quorum – Post Elections 10					
Volunteers / Community Members in Attendance					
Phil Moddle		X	Jana Keller		X apologies post mtg
Jessica Cordes		Prior notice	Jean Carson	x	

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ACTION POINTS

All action points, when closed, will be kept in the next set of minutes and then removed. The numbering system will remain as the original number given. Any previous action point can be found in the previous minutes. **New action point begins at 88**

#	Action Item	Expected Completion	Owner	Status
83	An agreement needs to be finalized with regards to the relationship between MLFPC and The Grove	In process	WFD Partnership Liaison -Ellen'	Ellen will be liaison to finalize agreement for office and scope
84	Facilitate a meeting with Jay to discuss potential MES projects that we could align with The City of London	Closed	Paul Seale, Jay	Revision to Strategic Plan Implementation – Project to reflect “Co-op Student” vs MES
85	Arrange Grove project team meeting to recommend area(s) for involvement with Grove (or other locations) in 2020-21.	Closed – assigned to Grove project team	Project Lead – Grove Jaime	4 potential opportunities discussed & project work group will review & present recommendations
86	Confirm process for City employees on Council to declare conflict of interest, where applicable.	Closed – assigned to Governance tasks	Governance Paul/Jean	Terms of Reference regarding Motions / Conflicts of Interest to be updated
87	Communication gaps: confirm non-profit status and set up Slack account Benjamin to coordinate Zoom access through UWO.	Closed – assigned to Communication tasks	Communication Jean / Benjamin / Jane	Jean to confirm with Jane that we can use the food bank status and follow up with Benjamin. Zoom access will be implemented for all future meetings to allow offsite participation.
88	Confirmation of volunteer involvement on committees from Jana Keller and Phil Moddle to be provided to Chair	February	Benjamin Hill	Interest has been indicated and noted in Council motion. Confirmation of what committee work has been identified.
89	Confirm member attendance at Changing Faces of Agriculture session February 27 at WFD 8:00-10:30 am. Table sponsorship provided by Libro / City of London (pending confirmed attendance numbers)	January	Tom	Jean will reach out to members and confirm event details provided by Cara and who is available to attend. Table includes 8 seats (entrance fees)
90	<ul style="list-style-type: none"> - Process to use MLFPC logo - National School Program - National Food Policy Council – Ministry Mandate Letter - Survey members for preferences for future meetings 	February	Assigned to Executive	Lella (Jean) to distribute Decision Making Policy with minutes of January mtg / Benjamin/Ellen to follow up with Amy regarding opportunity to have guest speaker attend Council meeting / Ellen will survey members to identify preferences for meeting dates/times for 2020
91	Review results from break out sessions (Outreach/Recruitment + Governance + Finance + Communications + The Grove	February	Executive / Jaime	Leaders of break out sessions will review feedback and identify priorities/gaps at next Council meeting.