



**Sustainable Food Policy Board
APPROVED**

**JANUARY MEETING MINUTES
Monday, January 24, 2011**

The Sustainable Food Policy Board (SFPB) convened on Monday, January 24, 2011 at Boards and Commissions Room, 301 W. Second Street, Austin, Texas

Chair Paula McDermott called the meeting to order at 12:44pm.

Board Members in Attendance:

Marla Camp, Vice-Chair	Max Elliott	Paula McDermott – Chair
Brandi Clark Burton	Katie Kraemer	Richard Pierce
Arthur D’Andrea	Melanie McAfee	Ellen Sweets

Absent Board Members:

Allison Beadle	Michele Murphy-Smith
David Davenport	Ronda Rutledge

Staff in Attendance:

Lucia Athens, COA	Darrel Culberson, COA	Edna Staniszewski, HHSD
Stephnie Connell, HHSD	Sherri Fleming, TCHHS	David Salazar, TCHHS
Vince Cobalis, HHSD	Shirley Gentry, COA	D’Anne Williams, PARD
Rusty Cobern, PARD	Juanita Jackson, TCHHS	

1. CITIZEN COMMUNICATION

None.

2. APPROVAL OF MINUTES FOR OCTOBER 25, 2010, NOVEMBER 22, 2010, AND DECEMBER 20, 2010 MEETINGS.

The October 25, 2010 and November 22, 2010 minutes have been moved to next meeting. Board member Dick Pierce made motion to approve the December 20, Meeting. Board member Marla Camp seconded motion. Member Max Elliott and Member Brandi Clark Burton abstained due to absence in December’s meeting. Vote of 7-0

3. DISCUSSION AND POSSIBLE ACTION

A. Update on city staff-recommended ordinances related to resolution 20091015-023 [affordable water for sustainable farming] and resolution 20091119-065 [sustainable agriculture and community gardens] scheduled to go before City Council January 27th by D’Anne Williams and Rusty Cobern.

D’Anne Williams discussed the ordinances will go on the Council agenda in the February 10, 2011 meeting. FTE will be under the Parks Department which will cover the cost for this year and then be included in the budget for next year. Office working on job description, the position possibly hire date goal may be in May and she will let the board know when posting happens.

Rusty Cobern gave update regarding the agriculture and community gardens. Rusty also mentioned he will be retiring and introduced Darrel Culberson as the acting interim to contact. No action taken.

B. Bylaw changes due to City Council related ordinance and proposed changes to standing committees and formation of working groups to go into effect in March 2011 by SFPB Executive Committee.

Changes and updates were discussed. Shirley Gentry from City Office Clerk's office joined the meeting at this time to assist with questions. No need to be entered into bylaws, but the Board would like to have all back up documents uploaded by liaison before or after meeting into the website. Member Arthur D'Andrea made motion to delete the Access and Wellness standing committee and the Food Production and Business standing committee from Bylaws and to have the Executive Committee composition delete chairs of the other two standing committees to three liaisons. Member Katie Kramer seconded motion. Board unanimously approved amended bylaws. Vote 9-0

C. Changes in board composition in February resulting from expiration of Travis County appointee terms by Sherri Fleming.

Sherri Fleming, Travis County Health and Human Services Department, mentioned the appointers have been notified of the terms coming up for their appointees. The chair Paula McDermott has been reappointed for the next term, the remaining court members will formally appoint a member who will be posted on the agenda on an upcoming Council meeting. At this time it looks like there will be 2 positions open.

i. Boards and Commissions training information review for consistency in transitions: Robert's Rules, Recusal, Ethical Issues

For everyone to review, County is looking into recommending the appointees to have them go through the training.

D. Formation and structure of working groups by Executive Committee.

Member Marla Camp made motion to move this item to the standing committee meetings in February to discuss before dissolving then items brought to the Executive Committee. Member Arthur D'Andrea seconded the motion. Vote 9-0

E. Stakeholder involvement in SFPB meetings including Food Producers Forum by Allison Beadle and Arthur D'Andrea.

Allison Beadle absent, Member Max Elliott gave an update. No action taken.

F. Imagine Austin process update by David Davenport.

David Davenport not present, moved to next meeting. No action taken.

G. Communication and Strategic Alliances update by Brandi Clark Burton.

Member Brandi Clark Burton is working on it. No action taken.

H. Confirm meeting dates for 2011.

Item moved to next meeting. No action taken.

4. ANNOUNCEMENTS - EVENTS AND RESEARCH RELATED TO BOARD CHARGES AND WORK PLAN

A. TOFGA conference update

Meeting is this weekend. No quorum expected; therefore, no need to be posted.

B. Other relevant announcements

5. DISCUSS AND TAKE ACTION ON FUTURE AGENDA ITEMS

Future agenda items to be sent by the Executive Committee Meeting

ADJOURNMENT

Meeting adjourned at 2:33pm