

Minutes
Shaping Portland's Food System Meeting
April 22, 2016 10:00 – 11:30
City Hall, Room 209

PURPOSE:

To discuss with Shaping Portland's Food System:

1. Details of the community forum
2. Review forum documents and online support form
3. Review updated Resolution and Bylaws
4. Needs for success

AGENDA:

I. Introduction

- a. **Welcome!** Review agenda and purpose of meeting.
- b. **Introductions.** In attendance: Selby Beebe-Lawson, Jason Lilley, Deborah Van Hoewyk, Susan McCloskey, Jennifer Rowland, Kate McCarty, Jeff Edelstein, Susan Nelson, Mary Alice Scott, Jim Hanna, John Naylor, Sandy Gilbreath, Ben Tettlebaum and Stephanie Gagne.

II. Community Forum Update

- a. **Rines Auditorium, Portland Public Library Saturday May 21, 3-5pm**
The group reviewed the date, time and location of the upcoming Food Forum and reviewed the event flyer. The group recommended adding a QR code to the flyer, so that people could sign the support form directly through the QR application. Stephanie will add this to the flyer. It was also suggested that an Eventbrite Registration link should be created so that we can monitor the number of attendees. Stephanie will create this link and share with the listserv.
- b. **Review forum agenda**
The group reviewed the forum agenda; registration will begin at 2:45 and Rosemont Market and the Portland Co-op will provide refreshments. The group discussed their opinions on the break-out sessions, with some variance in opinion as to whether the break-out sessions should be directed by specific questions, or whether the break-out sessions should be organic with attendees able to discuss the issues that are most relevant to them. A follow-up meeting to discuss this issue in more detail has been scheduled for May 11, from 4pm-5pm, in room 209.
- c. **Enlist volunteers and assign roles**
Stephanie, Sandy, Susan Nelson, Susan McCloskey, Mary Alice, Kate, John, Jen, Jason, Selby, Deborah, Olivia, Chrystina, and Ben have volunteered for the forum and will plan to meet on May 11 to discuss roles and responsibilities.

III. Supporting Documents

- a. Portland Food Council FAQ/Summary
- b. Food System Summary
- c. Achievements Document
- d. Online Support Form
- e. Updated Resolution and Bylaws

IV. Additional Meetings

- a. Neighborhood Meetings
- b. Community Groups
- c. City Officials

d. Business Community

V. Needs

- a. **Volunteers – see above**
- b. Media and communications
 - i. Flyers
 - ii. Facebook
 - iii. Social Media
 - iv. Newspaper
 - v. TV
- c. Identifying leaders—founding Council Members

VI. Updates

Susan Nelson – Beyond Pesticides Conference
Mary Alice Scott – Portland Food Coop Annual Meeting

VII. Adjourn

Next meeting May 27, 2016