

Tehama Together  
General Committee Meeting  
March 11, 2009

Open: Chris Pritchard opened the meeting of Tehama Together on March 11, 2009 at 1:15 PM at 20 Antelope Boulevard, Red Bluff, CA 96080.

Present:

Chris Pritchard, Lupe Green, Colleen Sheehan, Ashley Stewartwall, Orle Jackson, Richard Eggers, Danna Swanenberg, Katelyn Roy

Call for Addition to Agenda:

No additions were added to the agenda.

Introductions:

The group introduced themselves and shared what enjoyable thing happened to them this week.

Approval of Minutes:

There were no corrections to the minutes. All the minutes up to March 3, 2009 were approved. Chris emphasized that the minutes are posted on the website.

Potluck Feedback:

There was a brief discussion as to how much everyone enjoyed the Saturday General Committee Meeting potluck. Danna Swanenberg was asked how she experienced the potluck since it was her introduction to Tehama Together. She said she had a very nice time and in fact, Melissa who had also attended the potluck called her that evening and expressed her good feelings about it. Chris said she would like to see food added to our meetings occasionally because she liked the idea of good healthy food shared by friends.

## Committee Reports:

### Coffee House:

There was no report from the Coffee House Committee because Gregg Gillies was not in attendance

### Natural Foods Market:

Chris Pritchard and Colleen Sheehan attended the Shasta Cascade Farm and Food Coalition meeting in Redding. Doug Bennet invited them by way of e-mail to come up and see what their group was doing in the Shasta County area. Their meeting was well attended by nutritionists, farmers and various members of the community who were interested in the processing of food from "field to fork". They said they were very interested in what we were doing in Tehama County and it was agreed that a representative from Tehama Together would attend their meetings whenever possible. Colleen mentioned that she had already received several e-mails from members of their group. This brought up a discussion of group e-mails. Lupe said she had signed up on the Shasta Cascade Farm and Food Coalition Yahoo Group list and anyone can do the same. Lupe also mentioned that she plans to start a blog on the Internet to discuss issues of interest. She will let all of the members know when it is in operation.

Newcomer Danna Swarenberg asked for an update on the progress of Tehama Together. Chris gave a brief explanation of the philosophy of Tehama Together and the progress made with the various entities of the group.

Orle wondered if there was any difference in the Shasta group and the Slow Foods group. Chris explained the difference and provided Orle with a brochure from Slow Foods for more information. Chris mentioned Kathy Moore who is the representative for Slow Foods in the Tehama County area. She said Kathy is very interested in informing as many groups as she can about the Slow Food philosophy and she seemed very interested in Tehama Together. Chris said Slow Foods has started a garden at one of the local schools here in Red Bluff and Kathy oversees

that project. Chris said she has invited Kathy to our next executive meeting and Kathy has agreed to come and possibly bring another member of Slow Foods with her. Chris said we should be able to get a better understanding of what our two groups can do for each other in that meeting.

Chris mentioned that someone interested in funding a community garden for Tehama Together has approached her. Chris said the funds are there waiting for us when we are ready for that project to begin. This brought up Chris' concern about Tehama Together's focus. Lupe suggested it might be a good idea for a few of the group to focus on the 501(c) (3) to be sure it is completed and the rest of the group to go ahead with some of the other projects that are waiting to be acted upon. Lupe said these projects will need organization and this will engage the members who have been waiting for something to happen with the group. It was agreed that this would be on the agenda for the next general meeting.

Chris mentioned that in her opinion it was the Chairs responsibility to keep things moving and she felt that what is important right now for the Chairs to do is turn in their business plans so the 501(c) (3) can be submitted. This brought up a discussion of committees and what their responsibilities are to the group and to each other. Colleen brought up her committee and asked for some clarification as to what the group thought the committees were supposed to be doing in this transition period. Chris said she thought the committees should be planning what their entities will look like, visualize what it takes to get them up and running and put it on paper. She felt that planning is very important to get the projects moving even though we do not have all our components in place. Colleen again asked what her committee should be doing right now. Chris said Orle was doing it; he was getting together a business plan. Orle said there are now four people on his committee, Orle Jackson, Colleen Sheehan, Dana Swarenberg and Wilkie Talbert. Orle said he would like to see his committee meet two weeks from today, one hour before the general meeting begins. Lupe suggested the group make that a policy for all committees. They could meet from 12:00 PM to 1:00 PM before the general meetings to discuss their issues and then update the members in the general meeting. The group agreed that was a great idea.

## Community Services Network

Orle said he was interested in having his committee put together a questionnaire that could be used to discover what the other service organizations in Tehama County would like Tehama Together to help them with. It was agreed that Colleen and Dana would bring some ideas to their committee meeting on March 25, 2009.

Orle said he would like to ask for input from the 50 or so members of Tehama Together in regards to their knowledge of the community. What organizations do they belong to; do they know contacts that might support us, etc.? Lupe suggested we could do that in a brainstorming session in a general meeting. She felt we should contact all the members to let them know we are shifting our focus and we are now ready for their input regarding issues other than the 501 (c) (3) business.

Chris said she at one time she had handed out assignment sheets to the executive committee members and she thought that was a good idea to keep the group focused. She added that she felt the committees should be meeting together outside of the formal committee meetings.

Chris wondered about the low attendance at the current general meeting. She questioned whether it was because members did not have enough notice or was it that Wednesdays are not a good day for meetings. She wondered if the group should go back to Saturday general meetings. After some discussion, the group agreed that not enough notice was provided to the members for this meeting and the meetings will continue to be held on Wednesdays. It was also agreed that an extra hour be added before the general meeting to accommodate the committee's getting together for that hour.

The fact that members might not have had notice of the meeting change brought up a discussion about members using the Tehama Together website for information and that this meeting was a perfect example of how members can use the website for communication. Dana knew the meeting had been rescheduled because she went on the

website. Ashley said the information on the change in times had been posted there for over a week. Chris said the members were used to getting e-mails from her and she felt they were probably depending on that mode of communication rather than the website. Chris encouraged everyone to use the website as their means of staying in touch and for gathering information about what the group was doing.

Orle wondered if we had addresses for all our members. He thought it was important to have actual addresses rather than just e-mail addresses for all members in case we ever needed documentation of our membership list. He also wondered if we should be sending members something in the mail occasionally for those who do not have access to the Internet. Ashley suggested we might send out an information calendar on a quarterly basis. Lupe said she found it helpful when she received a telephone call reminding her of a scheduled meeting she was to attend. Colleen said she would prefer to call a member rather than send out notices in order to save paper and money for postage. Chris agreed that it would be a good idea to call, especially for those who have no e-mail addresses. Lupe believed just the idea of contacting members personally is a very good policy. Colleen volunteered to call people and a discussion followed as to how to delegate calling all of the members on the member list. It was decided to set up a phone tree and this will be put on the agenda for the next executive meeting. Orle said he lives out several miles of town and there is no access to DSL. It takes so long to download anything on his dial up that he only checks his e-mails twice a week and it would be helpful to get calls or mail regarding information from members.

Chris asked Orle to write up the information he presented at the general meeting held a few weeks ago. She said several people commented on what a good presentation it was and they would like to see that information in writing. Orle said he would be glad to put it in written form.

### Workshop/Education:

Chris said she has a whole list of workshop and education ideas but nothing else is happening in her committee at the present. She said she would be working on this project soon.

### Publicity:

Lupe said that in her research for the group she has found a possible treasurer for Tehama Together. She will report on this later. Lupe wanted to brainstorm about possible ways to get publicity for Tehama Together. She asked the group if they would give some ideas of ways to get publicity and the group came up with a list of twenty-five possible contacts. Lupe will put this list on the Tehama Together website. Chris asked who was on the publicity committee and Lupe named Tina Bacon, herself and Ashley Stewartwall.

There was a little more conversation about committees and Chris took the time to emphasize to Dana (since she was new to our group) that whichever committee she joined she hoped she would choose something she would truly enjoy being a part of.

### Mission Statement

Orle read aloud the draft of another mission statement he and the executive committee had worked on. Below is the content of that mission statement.

Tehama Together will provide a place to bring together community resources to effectively and efficiently service the needs of the diverse population of Tehama County, California. Community networking, information and referral, community education and local food resources will be made available through the services of Tehama Together.

The Executive Committee had thought that a mission statement could be voted upon at the current meeting but Chris wondered if there were enough members present to call for a vote. The consensus was that more people should be able to see the mission statement and add their input before a vote was taken. Lupe

said she thought it was important to have all members see the mission statement in writing and Chris agreed. It was suggested that a copy of the mission statement be e—mailed to the members before the next general meeting. Lupe agreed and suggested that an e—mail be sent to all members with a list of items that had been discussed, i.e., best days and times for meetings to be held, mission statement, etc. Lupe thought the list should be kept simple with yes and no answers. She said a time limit should be included and a statement saying that if we do not hear back from the member it will be assumed that the group's decision is final. Chris said she would send out the e—mail by Monday, March 16, 2009 to all the members on the list and March 25, 2009 will be the deadline date for members to respond.

#### New Business:

##### Space Planning, Membership and Fundraising Committees:

Chris said the committee has to address the need for three new committees. She said the time has come for a space planning committee, a membership committee and a fundraising committee to be formed. Lupe suggested that this information be included in the e—mail to be sent to the members.

Chris said that she felt their current space was ideal for her vision of Tehama Together's future. Orle was concerned with price and thought possibly starting out on a smaller scale might be best and then in a year or so move to a larger space. Chris reemphasized that the property owner has said he will work with us for a few months to help us get started.

It was agreed that Tehama Together was ready to add these committees and the subject will be placed on the agenda for the next general meeting.

Chris said that she and Colleen would be concentrating on the 501 (c) (3) information during the next few weeks.

### Logo Competition:

Lupe shared her thoughts about a logo competition. She said we might go out to the high school art classes and the local art community to see if they might be interested in being a part of a contest to create a logo for Tehama Together. We might offer a prize of \$50 or \$100 dollars cash to the winner for incentive. Lupe would be willing to manage the project. Donna wanted to make sure it was understood that the logo be kept simple so that it would be easy to duplicate for all our needs. Lupe said that could be addressed in the guidelines presented to the participants along with the style we would like to see. The logo will catch the flavor of Tehama Together much like our website does. Lupe wondered if we should have the Tehama Together slogan become a competition also. Chris said she thought a brainstorming session at the general meeting should take care of acquiring a slogan for Tehama Together.

Orle wanted to know if the group knew of any realtors that might help with a location. He said he was trying to think of people who would be good contacts in the community for space ideas as well as other information. Chris said it was a great idea to keep looking for contacts and again anyone who might be interested in our group should be invited to one of our general meetings.

### Announcements:

Orle and Lupe spoke about the census information they had discussed in the last executive committee meeting. Both, Orle and Lupe had done some testing to become involved with the 2010 census. Orle had wanted to be sure that the members knew the county was hiring people to canvas neighborhoods to verify addresses for the census. Orle said that the testing appears to be completed and he is not sure now of the hiring process. He said he knew they would be hiring more people in the fall. Neither, Lupe or Orle have heard from the county as to their hiring status.

Orle spoke about a yahoo group called Free Cycle that is used to recycle give away items. He wanted to be sure that everyone was aware

of this service. The address is [http://groups,  
yahoo.com/group/RedBluffCAFreecycle/](http://groups.yahoo.com/group/RedBluffCAFreecycle/)

.Website:

Ashley showed the Tehama Together website to the group. She said the main thing she has added is the events page. She showed everyone the new pictures she added and the new calendar. She also showed the group how the Community Services Network site will look and how information will be added. There will be a community calendar added and links will be added so a person can link to other sites. The site is still in the construction phase and is not in operation at this time. Lupe said this is a tremendous undertaking and wondered who was going to take it on. Colleen said she will commit to this and described her ideas as to how it will be done. A discussion followed about the information to be used, changes to it, etc. Colleen said that she felt the most important thing is trust. She wanted to be sure that anyone referred by us would get good, solid and trustworthy information. Orle asked Ashley what she thought the website for Tehama Together would have cost the group had we paid for it. This reminded Lupe to suggest that we get back to tracking our hours spent on volunteering for the group. These hours can be used for grant writing. Lupe also reminded Ashley to put her name on the web pages so she can get some credit for all the work she has done.

There was some discussion as to adding one hour to the general committee meeting for the committees to meet before the meeting. It was agreed that the group would try it out to see if that works for everyone.

The next General Committee Meeting will be held March 25, 2009 1:00 PM to 3:00 PM at 24 Antelope Boulevard, Red Bluff, CA 96080. There will be a 12:00 Pm to 1 Pm time slot for any committees that want to meet before the general meeting. Bring a brown bag and have a great meeting.

Adjourned at 2:48 PM.

Written by Colleen Sheehan

Action Items:

Add food to the meetings at some point	Chris Pritchard
Send representative to Shasta Cascade Group	open
Lupe's Blog	Lupe Green
Focus on 501 (3) (c)	Chris & Colleen
Policy for committee meetings	Executive Committee
Questionnaire for Community Services Network	Orle Jackson, Colleen Sheehan, Danna Swarnberg
e-mail to group with the following items: Shifting focus of group Ready for their input Mission Statement Times and days of meetings Input from members re: community contacts Space Planning Committee Membership Committee Fundraising Committee	Chris Pritchard
Discuss phone tree	Executive Committee
Written report from Orle re: his Presentation on Community Services Network	Orle Jackson
Business Plans	Chris Pritchard, Orle Jackson, Gregg Gillies

Follow up for Treasurer

Lupe Green

Logo Information

Lupe Green