

Tehama Together
Executive Committee Meeting
February 25, 2009

Call To Order: Chris Pritchard opened the Executive Committee Meeting of Tehama Together on February 25, 2009 at 1:12 PM at 24 Antelope Boulevard, Red Bluff, CA 96080.

Present: Chris Pritchard, Colleen Sheehan, Gregg Gillies, Orle Jackson
Absent: Lupe Green

Additional Agenda Items: Chris and Gregg announced they had to leave around 2:15 PM.

Introductions: None

Reports:

Banks

Chair Orle Jackson reported that he spoke with the Operations Manager at the Cornerstone Bank. She told him the bank offers free checking to nonprofits. She said she would check with the staff to see if anyone might be interested in becoming Treasurer for Tehama Together. She also said that the bank does occasionally help with fundraisers. They have a large portable barbecue that they use and in fact, Orle said he had been to one of the fundraisers the bank sponsored a few months ago. The Operations Manager was not sure about the bank's policy on donations. He did not ask about their loan policy. Orle said he was waiting to hear from Lynn Moule who is on the board of Cornerstone Bank. He felt he could get more information from her as to their policies.

Don Gerber is checking with Wells Fargo as to their policies and Lupe Green is checking with Sierra Central for further information.

Chris mentioned it was important to get the bank issue settled because we want to ask for donations on the website. The plan is to use Pay Pal for this and unless we want the money to sit in the Pay Pal account without access to it, we need a bank. This item will be discussed and voted on at the next Executive Committee meeting on March 4, 2009.

Committee Reports:

Community Services Network

Chair, Orle Jackson said he spoke to the Executive Director of Head Start regarding the resource list they produce. Orle said he was told they use that resource guide as part of their ongoing means to find resources for the parents of their students. The Director told Orle Head Start has just finished a Needs Assessment that cost them around \$30,000. The Director said she could not give Orle access to the whole report, but she would get him as much information as she could. Orle is waiting for a call back from the Director's assistant.

Orle said he had gone to several locations, in and around Tehama County, this week and he gathered up quite a few brochures. Orle asked Colleen to add Sports to the list of keywords the committee is using. Colleen mentioned the research she is doing on the Internet regarding resources in Tehama County. It was decided that calls would not be made to the organizations until the committee was ready to set up appointments to see contacts in person.

Coffee House:

Chair, Gregg Gillies said he could not do much with the Coffee House until location is decided. Since he is having some car issues, he felt he has not been able to be as present as he would like to be. He will be asking Don Gerber, who is a member of his committee, to step in for him when he is unable to attend the meetings.

Chris let Gregg know the most important thing he could do right now is to get the Coffee House business plan turned in so the information can be plugged into the overall business plan. Chris asked Gregg if he would mind her joining his committee because she had some ideas for the Coffee House. It was decided she would join and they would discuss the Coffee House together at a later date.

Orle brought up a concern of his about setting up a timetable to phase in all the projects for Tehama Together. He thought we might make a timetable starting with Community Services Network, and then adding some classes and some of the Coffee House ideas. Then in a year, we might add the Coffee House and in another eighteen months add the Natural Foods Market. His concern was that we not get so overwhelmed without the resources and volunteers to support Tehama Together. There will be further discussion of this in future meetings.

Gregg said he had questions about his budget. He wondered how much detail should be in it. Is he to take into consideration code restrictions? Plumbing and bringing a building up to code can be very expensive and he wanted to know how much should be included in his budget. Chris said they would add this to their discussion in their committee, however, this did lead to the thought that since everything in the various budgets are going to be under one business plan, all that would be needed might be income and expenses from each entity. If the Coffee House starts with using air coffeepots, that would cut down on the plumbing costs. Gregg said he would put together a skeletal budget and turn it in soon. Chris mentioned that the Coffee House would need a cash register and she knows someone she could speak to about obtaining one.

Other Business:

Orle said he was at the Feed Bag Restaurant the other day and there was an empty office space next door. He thought this might be an ideal place to start Tehama Together since it was close to Tehama

County Social Services (right across the street) and it had a huge parking lot. He was not sure how large a space it was but he will call them to inquire. He said we might even be able to make a contract with the Feed Bag to supply the coffee for our coffeepots. The Feed Bag also has a very large meeting room that could be used for Tehama Together workshops or meetings. It was mentioned that the Cornerstone Bank is in that same complex.

Orle mentioned that he wanted to follow up on an organization called Angel Ministry out of Georgia. We might become a host for individuals to get food from this organization. Another organization is Community Supported Agriculture (CSA), which connects local farmers with local consumers and we would provide the space. Another source we might look into is Gleaners Food Bank. They distribute to about 200 people once a month here in Red Bluff. There was a discussion of other ways to serve the community food needs such as; finding restaurants that have excess food at the end of the day, (it will just be thrown away) and distributing it to the hungry families in our community. Tehama Together might become a distribution point for food, which would serve hungry members of the community if we were unable to open the Natural Food Market right away. Everyone agreed we would not want to lose the community interest in the Natural Food Market entity of Tehama Together.

Orle asked if anyone knew the difference between the Chamber of Commerce and the Visitors Bureau. He said when he looked up Visitors Bureau it gave the Chamber's number. Colleen said she would call the Chamber and ask them about the difference. Chris said that the Chamber has a Good Morning Red Bluff event once a month for local businesses. Orle said he had gone to the Visitors Center in Anderson and they had many pamphlets, but they did not have any Red Bluff brochures.

Unfinished Business:

Vote on Bank Choice	Tabled for next meeting
Mission Statement	Tabled for next meeting

Chris asked the Chairs to turn in their business plans and resumes as soon as possible.

Membership	Tabled for next meeting
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Website Reciprocal Ads:

Chris said Ashley has completed Tehama Together's ad to be put up on the website. We are waiting for a few others and then we will speak to Phil Dynan about his ad. There will be further discussion at the next executive meeting regarding concerns about ads on the website.

Welcome Letters for Website and the flavor of the Website:

Chris asked that the Chairs submit a Welcome Letter to put on their website page. She would also like them to let Ashley know what they would like their portion of the website to look like.

Minutes to Date Approval on March 4, 2009:

Chris told the Chairs that all the minutes for the Executive Committee and the General Committee Meetings are posted on the Tehama Together forum. Chairs can go on the site and view them for corrections. Lupe has already sent Colleen some corrections for the minutes on February 21, 2009. The minutes will be approved at the March 4, 2009 Executive Committee meeting.

New Business:

Appoint Newsletter Committee:

Chris said we will need to have a newsletter committee and that the welcome letter from each of the Chairs submitted for the website can be used as the first submission to the newsletter.

Pot Luck – Committee Presentation

Chris said fifty-nine people have shown an interest in Tehama Together and she has sent out an e-mail to each one inviting them to a General Committee Meeting Pot Luck on Saturday, February 28, 2009. Chris said she would put out a donation jar so that anyone who wished to donate to Tehama Together could do so. She said that she would like to see each Chair have a table with some kind of information about their committee. She will make place cards for each table. She is hoping this will help disseminate information and recruit some new committee members.

Colleen agreed to greet people at the door and point them in the right direction. Colleen also will take some casual pictures of the event for use on the website and for the newsletter. Chris said we will set up a photo booth and Colleen will take pictures of the committee chairs and their committee members to be put on the website along with their bios if they are interested. In her e-mail invitation, Chris asked people to bring chairs and tables if they have them. She will provide plates and plastic ware and she said she would handle the setting up of the rooms and any decorating to be done. If anyone wanted to help, they were welcome. Chris

will make a banner to hang outside so people will know how to find us if they have not been here before.

Gregg wondered about the schedule for the day. Chris said that she would spend about fifteen minutes updating the group and then she and Ashley will show the website. After that, everyone will disburse to eat, converse and enjoy themselves.

Liability Insurance:

Chris said she would ask Lupe Green to get some quotes for liability insurance. These quotes will be needed for the business plan.

Assignments:

Chris had handed out a list at the beginning of the meeting with member's assignments on it and the group went over some of them. Chris explained Policies and Procedures, as something needed to be in place for each committee so we do not have to reinvent the wheel if one of the Chairs were to become unavailable.

Orle spent time explaining why he thought the meeting times for the General Committee should be changed. Chris' only concern was that people were not communicating during the week and it seemed like the only time they did speak was at the meetings. However, it was agreed that the meetings be changed to Wednesday, except for a quarterly Saturday meeting. The thought was that attendance was down at the last few Saturday meetings and if the meetings are held quarterly, we may get more people to attend. Orle reminded the group we would have to change the times in the newspaper. The schedule is Executive Committee meetings will be held the 1st and 3rd Wednesday of the month and the General Committee meetings will be held the 2nd and 4th Wednesday of the month. The first Saturday quarterly General meeting will be held this Saturday, February 28, 2009 from 1:00 PM to 3:00 PM. Orle suggested that the group could split up the member list and

telephone the people on the list for a more personal touch. It was agreed we would do that, not for this Saturday meeting, but the next Saturday Special Group Event meeting.

The next Executive Committee meeting is March 4, 2009 at 1:00 PM.

Assignments:

Update on Banks	Orle Jackson, Don Gerber and Lupe Green
Update on Head Start	Orle Jackson
Business Plan	Orle Jackson, Gregg Gillies, Chris Pritchard
Update on space	Orle Jackson
Update on Angel Ministry	Orle Jackson
Chamber of Commerce/ Visitors Bureau	Colleen Sheehan
Resumes	Orle Jackson, Gregg Gillies, Chris Pritchard
Welcome Letters	Orle Jackson, Gregg Gillies, Chris Pritchard
Look of Website	Gregg Gillies, Chris Pritchard
Liability Insurance	Lupe Green
Policies and Procedures	Orle Jackson, Gregg Gillies, Chris Pritchard
Alert media of meeting day & time change	Lupe Green

Adjourned: 2:10 PM

Written by: Colleen Sheehan

Approved by: