

ReFuel Washougal Meeting Minutes

Date: November 5, 2019

Time: 3:30 pm

Location: Washougal City Hall – Council Chambers

Attendees:

Ann Stevens, Leann Wilkins, Rose Jewell, AJ Bogue

Meeting was called to order at 3:35 by Ann Stevens, Board Co-Chairman.

Approval of October Debrief Notes

No official meeting was held in October but prior to Open House event several items were discussed. (see Appendix A). These notes were reviewed by the board during today's meeting and unanimously approved for inclusion in November minutes.

Ongoing Egg Donation

Board originally thought that the eggs would come in consistently. They come in sporadically but when they are received the groups are happy to take them. Guests seem to like them hard boiled. They have been arriving later in the day on Friday, around 3:30, which is a bit late for that week's group to use but they are saved for the next week's group.

Financial Update

No update in Tamara's absence.

Website Update

Board discussed removing the password from the Volunteer Resource page to make it more accessible. However, it was ultimately decided against since the meal schedule, as it comes from Fran, contains email addresses and phone numbers. Ann will work with Fran to make sure the password is distributed to the Group Leads.

AJ suggested putting available Fridays on the website. Leann will work on this.

Friday Meal Miscellaneous

Rose has concerns that the ReFuel board is picking up more weeks than originally intended, and cautioned board about members being burnt out. Group reviewed current schedule and there are many weeks not filled yet as early as January 3rd. Ann states that she is not sure if Fran has made a call to current groups for securing 2020 dates. She will follow up.

Board has discussion about some meal guests who expressed complaints about food being served, variety/options, etc. Board agreed that groups should not be encouraging guests to give feedback, as this creates feelings of entitlement by the guests.

Severe Weather Shelter

Informational meeting is scheduled for 11/14, 6-8. Board members are asked to sign up if possible. Rose will check to see if the Community Center was reserved.

Washougal Business Association Membership

Via email last month it was suggested that ReFuel join the WBA. Email conversation was tabled in order to have a face to face discussion.

Benefits to joining WBA:

- Cross promotion at WBA-sponsored events
- Added support of local businesses
- Publicity on WBA website (spotlight articles, etc)
- Social media sharing
- First rights to vendor booths at WBA-sponsored events

Membership dues for non-profits is \$40. Leann asked how the WBA benefited from our membership. AJ answered that it created a stronger Washougal alliance.

Rose feels that if we join, it should be on the condition that our membership promotes volunteerism (getting more groups/volunteers), not publicizing the free meal.

Final decision is tabled until more board members can be present at the meeting. AJ and Ann can't vote due to conflict of interest (they both serve on WBA board as well).

All board members are requested to consider pros and cons of joining the WBA, for greater discussion at future meeting.

Action Item Review

Leann presented outstanding agenda items from previous minutes, for group to review and get status updates.

Updates from this month's review:

- Severe Weather Shelter website page – content written (2/5/19, Leann) – completed
- Social media policy sent to Rose for ReFuel archives (8/3/19, Ann) – completed
- Website updates as suggested by Board in September (9/3/19, Leann) – completed
- Other updates:
 - Leann has made progress on setting up info@refuel.org email address but further work needs to be done to ensure efficiency. As of now, both email boxes are working conjunctively. Leann committed to watching both email inboxes during the transition.
 - Rose reports that Meals on Wheels would like ReFuel to be out from under their license by the end of the year. This will require ReFuel to purchase their own license and site plan and fall under Health Department codes for a full-size restaurant. Once we inquire about a small organization or non-profit license, we will be on the Health Department's radar and should be prepared to pay the license and other fees (over \$1000). Rose is researching a grant with Camas/Washougal Community Chest to cover this cost.

All other Action Items remain outstanding.

Future Business

Full board discussion about joining WBA

Review of Open House – what went well and where we could improve

Meeting adjourned at 4:35

Next meeting:

December 3, 2019 @ 3:30

Washougal Community Center

Respectfully Submitted,

Leann Wilkins

Secretary