



Sustainable Food Policy Board

APRIL MEETING MINUTES Monday, April 23, 2012

The Sustainable Food Policy Board (SFPB) convened on Monday, April 23, 2012, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Chair Paula McDermott called the meeting to order at 12:36pm.

Board Members in Attendance:

Erin Flynn	Ronda Rutledge – Vice Chair	Toni Tipton-Martin
Adam King	Paula McDermott – Chair	Melanie McAfee
Marla Camp	Michele Murphy-Smith	Paige Hill
Kathy Green		

Absent Board Members:

Katie Kraemer	Katherine Nicely
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Staff in Attendance:

Jake Stewart, PARD	Robert Kingham, HHSD	Ashley Pudnos, HHSD
Sarah Brownstein, PARD	Juanita Jackson, TC HHS/VS	Dylan Siegler, OS
Marisa Balancier, HHSD		

CALL TO ORDER

1. CITIZEN COMMUNICATION

Dick Pierce – Former board Member

- Citizen Gardner Local Food Potluck Invitation
 - May 6th @ Barr Mansion 6:00pm-9:00pm
 - Free and open to the public
- Suggest connecting with Rep. Miles of Houston to form a Sub Committee. Miles is very passionate about Urban Agriculture and Food Deserts.
- Reiterate that the Comprehensive Plan should be a draft. Not enough information on Urban Agriculture, Urban Farming or Action Steps. Suggests looking at North Hampton, Massachusetts.

Member Toni Tipton-Martin arrived at 12:39pm.

Jake Stewart – PARD Staff

- Ribbon cut last Saturday, April 21, 2012 at the St. David's sponsored Garden Senior Center on Manchaca. Info available on line and will send for newsletter.
- Community Garden Tour Saturday, April 28, 2012 from 12:00pm-4:00pm with after party.

2. APPROVAL OF MINUTES OF MARCH 26, 2012.

Chair Paula McDermott opened discussion of approval of minutes. Member Michele Murphy Smith made a motion to accept minutes. Vice Chair Ronda Rutledge seconded

motion. Members Erin Flynn and Melanie McAfee were not present at vote. Motion passed 8-0-0.

Member Erin Flynn arrived at 12:56pm.

3. BRIEFING – LEGAL ISSUES RELATED TO PROPERTY TAXES, FARMING, AND LEASING PUBLIC LAND FOR FARMING – ERIN GAINES, LINDSEY MILLS - UT LAW SCHOOL COMMUNITY DEVELOPMENT CLINIC INTERNS [20 MINUTES]

- Erin Gains discussed lessons learned from 6 other cities regarding urban farming.
- Lindsey Mills presented on property tax appraisal methods for agriculture.

4. DISCUSS AND TAKE APPROPRIATE ACTION

- A. Board membership/support staff/bylaws update (Robert Kingham) [5 minutes]
 - Mary Teeters has been approved as new board member. She is currently going through training and will attend next full board meeting May 29, 2012.
 - Marisa Balancier will take over administrative support for the board.
 - Discussed rules to amending bylaws.
 - Representations of SFPB should be approved by board
 - No action taken.
- B. Website Update (Robert Kingham) [3 minutes]
 - SFPB website is up. Under Health Department not Sustainability Office so HHSD can update. Link to the page: <http://austintexas.gov/department/sustainable-food-policy-board>.
 - Member Erin Flynn will work on updating website with Robert Kingham.
 - No action taken.
- C. City of Austin – Board Annual Review and Annual Report (Paula McDermott) [5 minutes]
 - Updated Board on status of the Annual Review
 - No action taken.
- D. Follow Up on Board Actions – Imagine Austin, Supplemental Nutrition Assistance Program-related letter, Texas Dept. of State Health Services [10 minutes]
 - Executive Committee proposed cc'ing County Commissioners on the SNAP letter. Motion passed 10-0-0.
- E. Working Group Updates [15 minutes] - Liaisons/Chairs
 - Imagine Austin Final Report (Michele Murphy-Smith)
 - Will have final report next month. Member Michele Murphy-Smith moved to close Imagine Austin working group. Member Marla Camp seconded motion. Motion passed 10-0-0.
- F. Work Plan Review and Working Group Changes/Leadership (Paula McDermott) [40 minutes]
 - Discussed edits to work plan and leadership of working groups.
 - Member Paige Hill moved to accept changes to working group planning/tracking tool. Member Michele Murphy-Smith seconded motion. Motion passes 10-0-0.
 - Working group planning/tracking tool will be completed by Executive Board meeting May 21, 2012.

5. ANNOUNCEMENTS [15 MINUTES]

- A. Combined House Committee Public Hearing on Urban Ag. - April 18th
- B. Texas Food Policy Summit – May 10th – 11th – San Antonio

- C. Board presentations/representation (e.g. DSHS Obesity Summit – April 10th)
- D. City Bond Meetings
- E. Next Full Board Meeting –**Tuesday**, May 29
- F. Community Gardens Tour and related activities
- G. Sustainability Action Agenda – Dylan Siegler (liaison)

6. SUMMARY OF ACTION ITEMS [5 minutes]

- Member Erin Flynn working with Robert Kingham to update SFPB website.
- Member Michele Murphy-Smith making changes to working group planning/tracking tool to be sent to members so that it will be complete by executive board meeting May 21, 2012.
- Chair Paula McDermott completing formal annual review.

1. FUTURE AGENDA ITEMS

- A. County Budget update – Sherri Fleming [June]
- B. County Bond Process—Farmland Preservation
- C. City Bond Process
- D. Additional City and County Briefings and Relevant Budget Items (including HUD Report)
- E. Sustainability Office Update

Member Paige Hill left 2:35pm

ADJOURNMENT

Meeting was adjourned at 2:36pm.