

MEETING MINUTES FOR HEART & SOUL MONTHLY MEETING-DRAFT
JANUARY 12, 2017

Facilitator/Coach: Steve

Time Keeper/Keeper of Rudder: Frankie

Recorder: Judith

In Attendance: Steve, Frankie, Judith, Sue, April, Jana, Christine, Greg, Diana

Topic	Discussion	Action Plan
Welcome	<p>What do you do for fun in /around Canaan?- Cross country ski and lunch at April's Maple</p> <p>What is your favorite event in/around Canaan?- Sport & school events</p> <p>What is one thing you would add/change about Canaan?- More people involved</p> <p>What is one thing you love about living in or visiting Canaan?- People; Relaxed atmosphere</p> <p>What is your favorite place to visit in/around Canaan?- Lake Wallace</p> <p>Story Sharing- Jana's complicated, long, triumphant journey in having a benign brain tumor removed!</p> <p>(Group all over 18 yrs)</p> <p>Meeting minutes from 12/6 reviewed. April made motion, Frankie seconded. Approved.</p>	
Youtube	<p>We discussed the benefits of having this for story sharing and sharing footage from community events. Frankie explained the need for a person to be responsible for checking it periodically and for assigning a gmail account and password. Frankie volunteered to take on responsibility of setting up acct/password. Would Johan be interested in being the 'check in' person? Do we need a blanket consent form? We don't believe this is necessary for public events. For individual stories, good idea to have this.</p>	<p>Frank will set up the youtube acct. ()</p> <p>Christine check in with Jonah ()</p>
Variety Show	<p>Rec Park Committee is putting this on sometime in April. Group suggested that April. 8th or 22nd would be best.</p>	
Meeting Location & Dates	<p>We agreed to have the meetings permanently moved here given the easier access and internet access. Also have larger space downstairs. April also offered the idea of the Northland as a possible place. Steve proposed trying one in the spring. New schedule of dates was distributed. Dates/locations of upcoming meetings will be reviewed and discussed as needed at the closing of each meeting.</p>	<p>April 6th meeting at the Northland ()</p> <p>April will contact Dave to reserve back room ()</p>
Financial Report	<p>This was distributed and reviewed by Diana. Contract I was closed out. Contract II is now open. If approved, we are applying for Phase III. Orton has donated money in the form of cash and inkind. Greg made motion to accept as is and Sue seconded. Approved.</p>	
Network Analysis Committee	<p>Meeting minutes from 1/5/17 were distributed and reviewed by Greg. Judith made motion to accept as is. Sue seconded. Accepted.</p>	
Old Business	<p>We are having difficulty keeping on top of reviewing 'Old Business' and reminding ourselves of previous conversations/decisions. April described the advantages of having meeting minutes transposed on</p>	<p>April do spreadsheet format ()</p>

	a spreadsheet for easier search fields. This could be done going back to September.	
Capacity Inventory of Individuals	This was distributed and Greg described it to us. He proposed that we all fill this out individually. This could help with applying for grants. Steve suggested that this be compiled into some type of relational database. Steve mentioned a free database (My SQL). Just us filling this out for now. We may want to expand this to include other members in the future. The form may need to be edited for adding additional skills and/or removing those not likely to be applicable.	Committee members fill this out and bring back to the next meeting w/ suggested edits ()
IT Person	Diana spoke to Jeff and he has expressed that he is no longer able to help us with these tasks. We need to recruit another person. Steve asked us to brainstorm possible people to approach. Terry suggested that we have a job description. Frankie suggested small stipend for the initial start up. \$200 depending on the number of hours. We will vote online about the dollar amount once Steve writes up the description and posts it on Basecamp	At February meeting, discuss any possible candidates () Steve write up brief job description () Members vote ()
2017 Tillotson Learning Community	Thanks to Craig Varley, we have been offered the opportunity to have a person attend the 4 sessions of the Tillotson Foundation. 3 are held in NH & 1 in Quebec. Jan. 17 & 18; March 6 & 7; April 25 & 26 (plus one more date TBA). This would be a great opportunity for us to establish relationships with other grantees. This should be someone who attends our H & S meetings regularly. Also has to be the same person attending all their meetings. They are offering to pay lodging and accommodations. Steve can't do it because he's an "outsider". Lots of people in the group interested but couldn't commit due to short notice and conflicts with dates. Greg is willing to do this if no one else is interested. He can't make the March 7 th meeting due to Town Meeting. We support and thank Greg for going.	
Phase II Tillotson Grant	This is due tomorrow. We are only applying for Phase III at this time. Diana has been working hard on this all week! Thank you!!	
H & S Facilitator	We need to hire one. Steve is our Coach. Beth Ellingwood has indicated that she is no longer interested. This should be somebody local. There is a stipend. Time is for about 20 hrs/month. Another person was suggested and April will approach this individual once we have a job description. We could also post the opening on our Naturally Connected website.	April will touch base with person () Greg confirm time period and stipend and weekly time requirement () Steve send job description ()
Projects	Judith reminded group that at our November meeting we agreed to move onto the next top 3 short-term identified on 4/12/16 1- Rehab Housing (Greg) 2- Town Meeting (Judith) 3- Rec Park Events (Diana & Dana):	
Project 1: Rehab Houses	Greg updated us about his conversation with Ben (USDA). Rural Edges would like to work with us. They're getting an office at the	

	Learning Center. Trish is a new board member.	
Project 2: Town Meeting	Frank and Judith are working on this together and will be meeting tonight after this meeting. This may be a good time to recruit for Heart & Soul. Have banner there?	
Project 3: Rec Park Events	No vote was taken at the Christmas Concert for possible events such as snow shoe story, family snow sculpture, skating rink event, geocache or scavenger hunt, winter carnival, etc. Maybe help support Stomp Out Tobacco Showshoe Adventure is happening on 1/22 in Community Forest? NEKLS also involved. Colleen Clogston is contact person.	Diana will contact them to offer support from H & S ()
Community Garden	Greg says there are some individuals that are interested in doing this. The group is in favor of supporting this effort. Judith voiced concerns about making sure that newly proposed projects get funneled through the same prioritization/selection process as those previously identified so that we don't derail from these projects.	Jana will contact Ariel to find out if H & S help. () Add project list ()
Information Booth	We need a place to display to the public information about our area. The Rest Area in NH is not allowed to have info. about VT. We agreed to place this on our future agenda	Add to a project list ()
Village Designation Center	Status update: Town plan needs to be approved first. Vote for this is happening in March.	
Town Meeting	We reviewed the wording of the Town Meeting Article as related to Heart & Soul. We discussed the benefits and concerns related to adding the wording " for funding a Facilitator". We decided to keep the same language as last year. We are asking for \$2,000. Judith made motion; April seconded. Accepted.	
Closing	<p>Reflections: Judith reflected that she interrupted often in attempting to be accurate with note taking. April reflected that the flow of the meeting is still a bit confusing. We need more time on the things that we are interested in. Hopefully having this new agenda and sticking to it will be helpful.</p> <p>Who needs copies of what?: All set</p> <p>Next Meeting: Thursday, Feb. 9 at 5:30 at Town Office</p> <p>Next meeting agenda items: IT person, Update on Projects; Hand in Capacity Inventory; Youtube; Turn in inventory sheets; IT person, Review the community forum input and meld with the initial list</p> <p>Roles for next meeting: Facilitator/Coach: Steve Time keeper/Rudder: Frankie Recorder: Terry Steve made motion to adjourn at 7:35. Greg seconded. Approved.</p>	Add 'Roles for next meeting; Next meeting agenda items;' to our meeting agenda template ()