

SNAKE DEN FARM ASSOCIATION

REGULAR MEETING

Friday, January 24, 2020, 3:00pm

Mohr Public Library

1 Memorial Ave, Johnston, RI

MINUTES

I. Call to Order & Roll Call

The meeting was called to order at 3:08pm.

Attending: Nathaniel Wood (member), Adam Graffunder (treasurer), Jenna Yu (citizen participant), Rebecca Roberts (chair), Marc Paulhaus (member), Xay Yang (citizen participant), Lia Yang (co-chair), Marina Capraro (secretary), Julius Kolawole (citizen participant)

Absent with notice: Jeroen Koeman (member)

II. Agenda Addendum

A motion was made to add the following items to the agenda: A discussion on the potential to apply for NRCS funding, the establishment of a bank account for the SDFA, adding a section concerning “signature authority” to the by-laws, and a discussion of organizing a work day in the spring that can count towards the 20/hour/year volunteer time.

- III. Citizen’s Participation [limited to five (5) minutes per speaker for an accumulated time of no more than 30 minutes – unless extended by a majority vote of the members]:** A motion was made to suspend limitations on citizen’s participation and allow for full participation in all discussion; motion seconded; all in favor; motion passed.

IV. Adoption of Minutes- review/discussion/action

- A. First Meeting- December 09, 2019:** The group reviewed minutes from the 12/09/2019; a discussion ensued about the use of the term “director” versus “member” throughout our documents; the group came to the conclusion that the use of the term *director* should take precedent as to not confuse and prolong the filing process. A motion was made to adopt the minutes from the meeting; motion seconded; all in favor; motion passed.

V. General Business- review/discussion/action

A. Edits to the Snake Den Farmer's Operation Manual: The group went through and discussed different section of the operating manual. Desired changes/edits of sections were assigned to individuals. The SDFA will come together at our next meeting with the edits and changes for further discussion.

B. Edit of By-Laws

1. Addition of Finance section & fee schedules: The treasurer provided a draft version of the finance section. A discussion ensued about future expenditures, specifically the National Grid electric bill that will be put in the association's name upon filing as an entity with the state. After a discussion on the different fee schedule options given on the draft finance section, it was decided that the \$75 electric hook-up fee will be waived on each farm's rent for 2020 and each farm will pay the SDFA \$75 instead. All farms will meter and report their electric use to the treasurer. A motion was made to adopt the finance section into the by-laws; motion seconded; all in favor; motion passed.

2. *Agenda Addendum- Establishment of a bank account for the SDFA: Discussion ensued on the need for a bank account. This task was assigned to treasurer/chair, pending a decision on signature authority. See below.

3. *Agenda Addendum- Adding a section concerning "signature authority": A discussion ensued around the concept of signature authority. A motion was made to give signature authority to the chair and treasurer of SDFA; motion seconded; all in favor; motion passed. A section will be added to by-laws concerning signature authority.

C. Review of Association roles, Open Meeting laws, FOIA compliance, public postings protocol: Brief review of association roles. Unsure of need for compliance with Freedom of Information Act; pending more information. Secretary informed group of where to find posted meeting minutes and agendas; will be posted at <https://www.snakedenfarm.com/sdf-farmers-association>

D. Snake Den Farm Operating Budget: Secretary provided a document with a glimpse of the SDF operating budget from the perspective of NRICD. Discussion of mandated 20 hour/year/farm volunteer hours ensued. Secretary proposed scheduling a spring "clean-up" day to count toward these hours; pending further discussion.

VI. NRICD Board Meeting Report from Secretary: Secretary had little to report from December & January NRICD meeting; little to no action taken concerning Snake Den Farm. The secretary provided a brief report on recent meeting with divisions of DEM concerning Snake Den Farm; discussion ensued about issues with public access and interaction on Hartford Ave section of property.

VII. *Agenda Addendum: NRCS Funding*

The chair led a discussion on potential NRCS funding, gauging the SDFFA's interest in certain conservation practices. There is a meeting with a NRCS representative on 01/29/2020 that all SDFFA farms are welcome to attend. Chair will provide report via email on what was discussed at 01/29 meeting.

VIII. *Other Items:* Interest in further clarifying SDFFA's purpose was expressed; will bring an updated purpose to next meeting or presented to the group via email.

IX. *Schedule Next Meeting- Regular Meeting- Action Items:* The SDFFA agreed to hold their next regular meeting in the same location on TUESDAY, MARCH 03, 2020 at 5:00PM. The group will come prepared with edited operating manual for further discussion.

X. *Adjournment:* A motion was made to adjourn the meeting; motion seconded; all in favor; the SDF Association's January 24, 2020 meeting was adjourned at 5:52pm.