**Date**: October 17, 2019 at 3:30 pm

**Location**: Edith + Arthur, Fleetwood, Surrey

**In attendance**: Diana Brebeck, Drew Landry, Alison Leslie, Cheryl Leclerc, Selina Metcalfe, Marley Stewart, Christine Syms, Amy Wilder, Kristy Harrison

**Agenda**:

1. Catching up (all)
2. EEPSA Business
3. **EEPSA update (Drew):** Welcome and discussion of membership. Currently: 60 members on our email list but only 8 have paid membership to EEPSA. Action: need to encourage membership at the May Pro-D; provide members with a link to the BCTF page to join.
4. **Financials update (Amy):** current total: $460
5. **Previous Business**: reviewed our executive roles and responsibilities.
6. Membership

Members of Seed36 are encouraged to join or renew their $30 membership to EEPSA as our funding allotment is based on membership; Pro-D funding can be used for PSA memberships. Links: <http://eepsa.org/membership/>

<https://bctf.ca/psa/join.aspx>

<https://bctf.ca/uploadedFiles/Public/PSAs/~PSA-ApplicationForm.pdf>

<https://www.surreyteachers.org/wp-content/uploads/2018/07/Individual-ProD-Application.pdf>

b) Reviewed and defined our executive roles and responsibilities

* President: network with partners; liaise with district and EEPSA executive; send out information and updates to membership;
* Vice President: plan and send out agenda before meetings; chair executive meetings
* Treasurer: set a projected budget; book-keeping record of financial transactions; reimbursements for expenses (e.g. Pro-D events); prepare financial statement for AGM
* Secretary: take minutes; post on Teams site; send to EEPSA and members
* Communications: facilitate Instagram and Twitter accounts; compile stories and pictures for promotion
* Membership: promote new members for SEED36; encourage joining EESPA (push for new members and renewals in May);
* Pro-D subcommittee: planning and facilitating May STA Day events; supporting individual schools; working towards goal of a Place-Based Learning Strand for STA Convention
* Members-at-large: help with events; attend executive meetings; provide ideas

c) Goal revisiting: Communication

* Brainstormed ways to increase communication:
	+ Using Teams (for minutes, information about community partners, resources)
	+ Sharing stories
	+ EEPSA website (has resources; links to other LSAs)
	+ Twitter and Instagram: Diana and Sarah will set up
	+ New Teacher’s convention
* Partnerships:
	+ Need to set up connections
	+ Need to update Teams with links to community partner programmes

**4) New Business**:

1. SEED36 Infographic
* Infographic made with input/discussion with the district
* Available in postcard form and poster form
* Can order large one as a banner at events
* Plan: eventually make our own version
1. Surrey Schools School Garden Resource for 2019/2020
* New deadline for the application was not advertised (Oct.15 or Dec. 1?)
* The resource was updated; 15 schools can apply this year
* Goal: to share stories and focus on gardens to show success; host future SEED36 meetings at school garden sites
* Implementation concerns: Unexpected costs of $1500 - $2000 for site prep that schools didn’t know they needed to budget for; a number of schools dropped because they thought it was a grant rather than needing to be self-funded
* Advocacy: Drew will aim to meet with Antonio: Principal of Innovative Learning to advocate
1. LSA application
* Alison and Amy will submit forms for SEED36 to become an LSA with the STA
1. Seed binder
* Amy has one started
* Suggested adding a session or time during a session on the Pro-D day to browse seed catalogue
* Sources for seeds: Canadian Tire, West Coast seeds, A Rocha, Friends of Semiahmoo Bay Society
1. Pro-D: Place-Based strand/sessions at STA Convention
* Brainstorming ideas: keynotes, optional sessions, booths for partners,
* Garden Showcase Day: gallery walk of existing gardens; facilitation time for help with the Garden Resource document; look into funding for ½ day release time for schools/teachers who are interested rather than doing it outside of school time
1. **Next meeting**: Late November or early December (TBA)

Meeting adjourned: 5:30 pm