



In accordance with provisions of the Americans with Disabilities Act, every attempt will be made to accommodate the needs of persons with disabilities and provide them an equal opportunity to participate in and enjoy the benefits of our services, programs, and activities. Please contact the Health Department Administration Office (785.776.4779) for assistance.

Riley County and City of Manhattan Food and Farm Council Monthly Meeting
KSU Foundation Building, 1800 Kimball Avenue, Foxhole Conference Room
Monday, March 20th, 11:30am-1:00pm

11:30 Call to order, Welcome guests

11:35 Roll Call

11:40 Refresh, Reframe, Remind...Why are We Here?
Review and approval of agenda and previous meeting minutes

11:45 Communications
Posting of minutes and agenda on Riley County website with a link from the City site

11:50 Unfinished Business

1. FFC fundraising – Erica
 - a. Tell our story partner quotes
 - b. Program outcomes
 - c. Message to community (Grow Green Match Day Friday, April 21st)
 - d. Lead sponsor message and visits, potential donor list
 - e. Orange card & flyer - outcomes, how to donate
 - f. Events, social media, other
 - g. Identify next steps
2. Social Media and Website – Lizz D.
 - a. Plans for fundraising post calendar
 - b. Needs from FFC members and leads of our programs
 - c. Meeting with our web master for discussion of updates (stories, MFP progress)

12:30 New Business

1. Partner Summit discussion - Request FFC members attend and help lead
 - a. **Date – Tuesday, April 4th, 10:30 registration-2pm, Foundation Conference Room, 1880 Kimball**, Rockin K's Caterer serving a lunch featuring the healthy food at meetings guidelines
 - b. Purpose – Partner updates, listen/learn sessions, continued engagement, support new partners, MFP work next steps, recognition of FHFR donors, recipients

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- d. Listen/learn sessions – Health in all Policies; Diversity, Equity, Inclusion; Healthy Food at Meeting guidelines (recommend inclusion in partner policies/best practices)
- e. Encourage bringing KR or BB items
- f. Ask for partner quotes, share about our fundraising efforts

2. Council Terms – Discussion of terms definition as related to partial terms created with Council member leaving their term early.

12:50 Current Work Activities (CATS, Initiatives Leader Updates)

- a. Education/FI CAT – SNAP work, Kitchen Restore, FHFR, POP, BB
- b. Revitalize the Waste CAT – align with Riley County Solid Waste Plan
- c. BCBSKS Pathways Update (DUFEB grant application)

12:55 Calendar – Until we Meet Again –

MONDAY, APRIL 4th – Partner Summit

Next FFC meeting date/location - Monday, April 17th, 11:30-1:00pm at the KSU Foundation Building, 1800 Kimball Avenue, in the Foxhole Conference Room.

Plan to meet on the 3rd Monday each month in person only.

*IF the Monday is a City or County observed holiday our meeting may be held the following day on the 3rd Tuesday. (This occurs in Jan and Feb each year). Our Council has decided to still meet on Monday, February 20th since it's not at a City or County location.

1:00 Adjournment



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Who	Task / Action Needed	By When



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