



SOUTHERN MARYLAND FOOD COUNCIL New Member Packet

MISSION, GOALS AND BYLAWS

The mission of the Council is to bring together diverse stakeholders to integrate the aspects of the food system (production, distribution, access, consumption, processing and recycling) in order to sustain and enhance the environmental, economic, social and nutritional health of Southern Maryland.

VISION

The equitable and sustainable distribution of fresh, healthy food to Maryland communities, thereby enhancing the quality of life for all citizens.

OVERARCHING GOALS

1. Ensure **access, availability and affordability of fresh, local foods** to underserved populations, while assuring that farmers receive a fair and economically sustainable profit.
2. **Educate** the public (adults, children, elderly) and elected officials about the benefits of nutritious foods and healthy lifestyles while emphasizing the connection with fresh, local food as much as possible.
3. Galvanize **financial, political and public support** for healthy lifestyles (food and health issues) in Southern Maryland.
4. Inform **policy-making** to address the food, poverty and health issues as they arise.
5. Create **a network of interested and informed organizations**, including schools, health organizations, and all others addressing the nutritional and land use needs for underserved populations.

1. MEMBERSHIP OF THE COUNCIL. Terms for Council members will be two years with an option to renew. Staggered rotations will begin in 2013 and initial term expirations in 2014. The Council will elect new members as needed.

The Council shall strive to gain representation from all three Southern Maryland counties and must contain a minimum of 11 and a maximum of 20 members.

Rotating members – 2 year terms:

- Table crop producers (2) – (farmers, watermen)
- Chef/cook (1)
- Large-scale food processor (1)
- Grocer (1)

- Anti-hunger (1-3)
- Extension (1)
- At-large community member (1-3)
- Healthcare (1) – (preferably nutritionist)
- Food services (1-2) – (schools, hospitals, etc)
- Agricultural development (1-2)
- County government (1-2) – (Economic development, land-use, health, or social services)
- Education (1)

Additional Special Members, Honorary and Advisory Members (Non-Voting):

May be invited as needed.

2. COMMITTEES. Composition of Committees shall be voluntary, but the Committee Chair shall insure that each Committee consists of at least one Council Member. Each Committee shall elect their own Chair.

3. QUALIFICATIONS, ELECTIONS AND TERMS OF OFFICE. Any voting member of the Council shall be eligible for the Chair or Vice-Chair position, so long as there is no conflict of interest.

Recommendations for the Chair and Vice-Chair positions shall be elected by a majority vote of the Council. The Chair and Vice-Chair shall serve for a two-year term, with no limitation on terms.

4. REGULAR MEETINGS AND NOTICE. The Council shall adopt a regular meeting schedule each year, which can be amended.

Each Council Member shall be notified of regular and special meetings by email and/or by telephone a minimum of five days in advance. Notice of any such meeting need not be given to any member who notifies the staff that he/she will not be available for the meeting.

5. QUORUM. A fifty-one (51) percent majority of the Council membership shall be considered a quorum for any meeting or decision of the Council or Committees. If less than a quorum is present, a majority of those present may adjourn the meeting to another time.

6. ACTION TAKEN BY MAJORITY WRITTEN CONSENT. Any action required may be taken without a meeting, if a written consent, which sets forth the action so taken, shall be signed by a majority of the members and filed with the minutes of the proceedings. Email consent is acceptable.

7. TELEPHONIC MEETING. Participation by telephone at Council meetings is not allowed with the exception of extreme emergencies and with approval by the Chair or the Chair's designee at least two hours in advance. Committees may set their own policies regarding telephone participation.

8. ATTENDANCE. Members are required to attend at least 2/3 of the general meetings within a calendar year. Failure to attend 2/3 of the meetings within a calendar year without providing prior notice of good cause to the Chair for his or her absence will constitute cause for dismissal.

9. BYLAWS. Bylaws may be amended as needed with previous notice and 2/3 approval of the Council.

Approved 6/11/13

SOUTHERN MARYLAND FOOD COUNCIL: VOTING MEMBERSHIP STRUCTURE

- Table crop producers (2) – (farmers, watermen)
- Chef/cook (1)
- Large-scale food processor (1)
- Grocer (1)
- Anti-hunger (1-3)
- Extension (1)
- At-large community member (1-3)
- Healthcare (1) – (preferably nutritionist)
- Food services (1-2) – (schools, hospitals, etc)
- Agricultural development (1-2)
- County Government (1-2)
- Education (1)

COMMITTEES

The Food Council is run by voting members of the Council, but working is performed by Standing Committees and Project Committees. Current Standing Committees include:

- Administrative Committee
 - The Administrative Committee of Southern Maryland Food Council was established as a permanent authority charged with overseeing the functions of the Southern Maryland Food Council. The Administrative Committee oversees such tasks as writing/editing by-laws, creating Standard Operating Procedures, and developing criteria for Council tasks.
- Recruitment Committee
 - The Recruitment Committee is tasked with identifying opportunities and creating strategies to build participation in the Southern Maryland Food Council by stakeholders and the community. Recruitment activities may include speaking/networking events, online posts, media publication, email marketing and more!

Project Committees are created and managed by Food Council Members. Each Project Committee is created with a single goal in mind, allowing the Committee to focus its efforts.

MEETINGS

General Meetings are open to the public and are held on the 2nd Tuesday of every other month (January, March, May, July, September, November at 5 p.m., with an optional networking session at 4:30 p.m.

General Meetings are held at the Tri-County Council of Southern Maryland Office Building (15045 Burnt Store Road, Hughesville, MD 20637).

Committees meet as needed.

MEET OUR MEMBERS

The Council Board is comprised of a set number of members representing a diverse range of interests from across the region. These board members are tasked with (among other things) overseeing committees, creating and updating bylaws, administering Council business and appointing new members.

Table crop producers (2) – (farmers, watermen)

Talmage Petty (Hollywood Oyster Company)

Vacant

Chef/cook (1)

Vacant

Large-scale food processor (1)

Vacant

Grocer (1)

Vacant

Anti-hunger (1-3)

Brenda DiCarlo (President of the Southern Maryland Food Bank)

Roseanna Vogt (President of Circle of Angels)

Vacant

Extension (1)

Liat Mackey (University of Maryland Extension)

At-large community member (1-3)

Vacant

Healthcare (1) – (preferably nutritionist)

Thomas Brewer

Food services (1-2) – (schools, hospitals, etc)

William Kreuter (Food Services Director of Charles County Schools)

Agricultural development (1-2)

Christine Bergmark (Executive Director of Southern Maryland Agricultural Development Commission)

County government (1-2)

Veronica Cristo (Calvert County Department of Planning and Zoning)

Vacant (Social Services preferred)

Education (1)

Bonita Adeeb (Instructor at Thomas Stone High School and Young Researchers' Community Project Sponsor)

Food Council Network (Non-Board Members):

Dr. Meenakshi Brewster (St. Mary's Health Officer at Department of Hygiene and Mental Health)

Greg Bowen (Citizen)

Conni James (Southern Maryland Agricultural Development Commission)

Jennifer Carnahan (Southern Maryland Agricultural Development Commission)

Anyone can attend and participate in SMFC meetings, however, only appointed Board members have voting privileges.

Please note that the Food Council does not currently have funding. As such, the Food Council does not fund Food Council Members and attendees, nor does it currently fund Committee projects.

MEMBER ORGANIZATION PROFILES (not inclusive)

Southern Maryland Food Bank supports efforts to:

1. Bring awareness of food insecurity to the community, where those that need assistance can go and where those that would like to help can contribute
2. Meet varying community needs
3. Procure long-term grants and funding to support Food Council members perform

Living Branches supports efforts to:

1. Create sustainable food practices Encourage health and balance in diet and daily practice through education, community, and collaboration
2. Develop infrastructure, means, and availability of equipment sharing and food processing center
3. Ensure food availability for low-income and high risk persons and develop a system where sustainable incomes can be earned in community-based food systems

Circle of Angels supports efforts to:

1. Collaborate with other like-minded organizations to meet our mission
2. Create better access to nutritious, organic food
3. Promote a clean and healthy environment

University of Maryland Cooperative Extension supports efforts to:

1. Promote use of local foods in and by the community, including food production at home and in the community
2. Improve access to safe, healthy, affordable food
3. Identify, facilitate, encourage, and promote adoption of policies and initiatives that result in increased local food consumption and access to safe, healthy, affordable food

Accokeek Foundation supports efforts to:

1. Support family farm policies and gain access to land and markets in our region to provide an environment where new, beginning, and diverse farming populations can thrive
2. Create systems that connect locally grown foods with local markets, direct-sales, and wholesale and encourage policies that build relationships with our institutions, both private and public, including schools, hospitals, etc., to source local sustainably grown foods
3. Develop a USDA certified processing facility accessible to Southern Maryland Farmers

Southern Maryland Agricultural Development Commission supports efforts to:

1. Ensure access, availability and affordability of fresh, local foods to underserved populations, while assuring that farmers receive a fair and economically sustainable profit through policy-making
2. Educate the public (adults, children, elderly) and elected officials about the benefits of nutritious food, healthy lifestyles while emphasizing the connection with fresh, local food as much as possible
3. Create a network of interested and informed organizations, including schools, health organizations, and all others addressing the nutritional and land use needs for underserved populations

ACRONYMS

4. **SMADC** – Southern Maryland Agricultural Development Commission
5. **SMFC** – Southern Maryland Food Council
6. **SNAP** – Supplemental Nutrition Assistance Program (federal nutrition assistance program)
7. **WIC** – Women, Infants, Children (federal supplemental nutrition assistance program)